BY ORDER OF THE
SECRETARY OF THE AIR FORCE

AIR FORCE MANUAL 10-206

7 MARCH 2000

AIR FORCE MATERIEL COMMAND
Supplement 1

3 OCTOBER 2000

Operations

OPERATIONAL REPORTING

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

NOTICE: This publication is available digitally on the SAF/AAD WWW site at: http://afpubs.hq.af.mil. If you lack access, contact your Publishing Distribution Office (PDO).

This manual implements AFPD 10-2, *Readiness*. It establishes and describes the Air Force Operational Reporting System (AFOREPS). Part 1 introduces the general concept of the AFOREPS and covers reporting policies and command reporting responsibilities. Part 2 deals with Operational Status Reports. It explains the purpose and gives instructions for preparing and submitting these reports. Part 3 covers Operational Support Monitoring Reports. It explains the purpose and gives instructions for preparing and submitting these reports. Send recommended changes, additions, deletions, or new reports and any conflict or duplication of other reports to HQ USAF/XOOOO, 1480 Air Force Pentagon, Washington, D.C. 20330-1480. Commands should supplement this Air Force Manual (AFMAN) instead of repeating instructions in separate directives. Send HQ USAF/XOOOO one copy of directives (to include drafts) that support or implement the AFOREPS. Waiver authority for this manual is HQ USAF/XOO.

(AFMC) This supplement provides guidance and is applicable to all AFMC units. It expands the guidance provided in the Air Force Manual 10-206 to support the reporting requirements of HQ USAF and HQ AFMC. It does not apply to the Air National Guard or US Air Force Reserve units and members.

SUMMARY OF REVISIONS

This revision incorporates IC 2000-1 and adds the Air Force Operations Group's authority to request information from all Major Commands, Forward Operating Agencies, Direct Reporting Units, and all subordinate units. A bar (|) indicates revision from the previous edition. The entire text of IC 2000-1 is at Attachment 4.

(AFMC) This supplement lists a new OPREP-3 HOMELINE reporting matrix and report templates for both real world and exercise reports to be passed on to tenant units. There is a new requirement concern-

ing AFMC active duty/civilian personnel deaths outlined in Para 3.16.4. (Added). There are no significant changes in operational reporting.

PART 1

GENERAL CONCEPTS, POLICIES, AND RESPONSIBILITIES

Chapter 1

INTRODUCTION TO AIR FORCE OPERATIONAL REPORTING SYSTEM (AFOREPS)

1.1. Concept of the AFOREPS. The set of reports that make up the AFOREPS provide HQ USAF and intermediate commands the information necessary for timely operational decisions. Major commands (MAJCOM) will integrate their reporting systems into AFOREPS, thereby allowing easy lateral and vertical transfer of information.

1.2. Reporting Instructions and Principles. The following instructions and principles apply to the AFOREPS:

1.2.1. AFOREPS reports draw information from numerous sources (e.g., personnel, materiel, equipment status, operations and logistics planning, situation monitoring, and intelligence) and give decisionmakers a concise picture of events. The main criterion for inclusion in the AFOREPS system is that the report is essential for command and control of aerospace forces.

1.2.2. Commands with both an Air Force and a joint or combined reporting requirement (e.g., air component commands) should use the AFOREPS report if possible and address to both chains instead of separate reports.

1.2.3. Annually, MAJCOMs will review established operational reports to simplify or eliminate reports. They review new requirements to determine operational necessity or whether other existing sources can accommodate them.

1.2.3.1. (Added-AFMC) Each HQ AFMC office of primary responsibility (OPR) must review their portion of this supplement annually and if changes are required provide HQ AFMC/DOOC a copy of the requested changes not later than 1 March each year.

1.3. Command Reporting Responsibilities:

1.3.1. The commander, whose organization operates the command post, is responsible for timely and accurate reporting for all assigned or attached units, as well as units staging through their facilities or installations.

1.3.1. (AFMC) The command post (CP) retains responsibility for the compilation, preparation, and transmission of all reports unless noted otherwise in individual report instructions.

1.3.2. The commander, whose organization operates the installation command post, will ensure base units' reports are sent to their proper headquarters.

1.3.2.1. The commander, whose organization operates the installation command post, will develop procedures to ensure timely submission of tenant unit reports.

1.3.2.1. (AFMC) The reports manager will ensure that copies of each supported tenant unit's MAJCOM supplements to AFMAN 10-206 are maintained in the command post. The CP will provide tenant units

with voice format guidelines/criteria for reporting events/incidents for OPREP-3 reports. Refer to Figure 3.6. If the report is delayed the tenant commander must provide a reason for the delay.

1.3.2.1.1. The installation command post will submit **ALL** OPREP-3 reports, including PIN-NACLE, BEELINE, and HOMELINE reports. This includes reports involving tenant unit assets.

1.3.2.1.1. (AFMC) It is recommended units establish a Memorandum of Agreement (MOA) with ANG or AFRC units that operate their own CP separate of the installation CP to submit their own operational reports.

1.3.2.1.2. Commanders of tenant units which belong to a MAJCOM other than the MAJCOM which owns the installation command post, have the sole authority to determine whether an incident or event occurring within their unit meets their MAJCOM's OPREP-3 HOMELINE reporting criteria. Tenant unit commanders have the sole responsibility for determining whether to report the incident. This decision will be made IAW their MAJCOMs guidance for HOMELINE reporting. The installation commander has final approval authority for all other OPREP-3 reports.

1.3.2.1.2.1. The tenant unit commander will, establish procedures to immediately notify the installation command post when an incident is determined to meet HOMELINE reporting criteria. The installation command post will submit the voice and record copy report. AMC units operating an AMCC will NOT submit OPREP-3 reports.

1.3.2.1.2.2. The installation command post will notify their commander of the situation and that an OPREP-3 HOMELINE report is being submitted in accordance with the tenant unit's reporting criteria.

1.3.2.1.3. The installation commander, or the commander, whose organization operates the installation command post, will not interfere with the tenant unit commander's decision to submit a HOMELINE report.

1.3.2.1.3.1. The installation commander, or commander whose organization owns the command post, will not alter the tenant unit commander's report, nor will the report be delayed for "consultations."

1.3.2.1.4. The installation commander will be notified of a tenant unit's HOMELINE report to comply with standard protocol and to ensure he or she is aware of events occurring on his or her installation.

1.3.2.1.5. Installation and tenant unit commanders will develop procedures to ensure OPREP-3 BEELINE and PINNACLE reports are fully coordinated with the installation commander, and other affected commanders, prior to submitting the report.

1.3.3. MAJCOM, direct reporting units (DRUs), United States Air Force Reserve (USAFR), and Air National Guard (ANG) personnel develop instructions to implement this manual to ensure timely, accurate information reporting.

1.3.4. The commanders of the air components of unified or specified commands, or JTFs, will include HQ USAF as an action addressee on Air Force operational reports.

1.4. Authority and References:

1.4.1. Authority. This manual includes the requirements of the various documents of the Joint Reporting System. Air Force units use it as the primary source for reporting instructions. Later chapters identify reference materials for specific reports.

1.4.2. Emergency Status Codes (ESC). These codes serve as a guide for reporting under emergency conditions. Each chapter reflects the ESC assigned to required report. AFI 37-124, *Management and Control of Information Reports' Requirements* (formerly AFR 4-38) prescribes ESC.

1.4.2.1. C1 - Continue reporting, priority. Submit data requirements assigned this category as pre-scribed or by any means to ensure arrival on the established due dates.

1.4.2.2. C2 - Continue reporting, normal. Submit data requirements in this category as prescribed, or as soon as possible after submission of priority reports.

1.4.2.3. C3 - Continue reporting, delayed. Submit data requirements as prescribed, but they may be delayed to allow the submission of higher precedence reports. Submit by non-electronic means if possible.

1.4.2.4. D - Discontinue reporting. Immediately discontinue reporting data requirements.

1.4.3. Chapter 5 is exempt from report licensing as defined in AFI 37-124. HQ USAF Report Control Symbol (RCS) numbers follow the title of each report.

1.5. (Added-AFMC) AFMC Office of Primary Responsibility (OPR). The overall AFMC OPR for operational reporting is HQ AFMC/DOOC, Command and Control Branch, DSN 986-0075. This office is established under the Directorate of Operations, Operations Division. Contact this office for clarification of any issue related to AFMC OPREP-3 procedures.

1.5.1. (Added-AFMC) Real world OPREP-3 HOMELINE reporting is suspended at Defense Readiness Condition (DEFCON) 3 or higher. Exercise OPREP-3 HOMELINE reports are suspended at ROUNDHOUSE or higher. Use the Emergency Status Code (ESC) D designator.

Chapter 2

GENERAL REPORTING INSTRUCTIONS

2.1. Security Classification and Downgrading Instructions. AFI 31-401, *Information Security Program Management* (formerly AFR 205-1), provides security classification and downgrading instructions.

2.1. (Added-AFMC) Classified AUTODIN/Defense Message System (DMS) reports/messages will contain the DECL set, as the last set of the message text. File copies of the message will contain all classification markings and downgrading instructions IAW AFI 31-401.

2.1.1. Classify reports indicating unit combat readiness status according to AFI 10-201, *Status of Resources and Training System (SORTS)*, (formerly AFR 55-15).

2.1.2. Classify reports containing:

2.1.2.1. Information on a combat loss or damage or discussing combat mission results a minimum of SECRET.

2.1.2.2. A complete inventory of nuclear weapons of one or more units a minimum of SECRET.

2.1.2.3. Information on the deployment of combat aircraft, units, or personnel according to the appropriate deployment plans.

2.1.2.4. Unit names and locations associated with a plan according to security instructions.

2.2. Transmitting Reports During Combat or Combat Related Operations. When combat or combat-related operational requirements make speed of delivery paramount, military commanders may modify transmission of classified information as necessary to meet local conditions. (When so doing, commanders will cite in the message "CJCSI 3150.03, Enclosure A, paragraph 4a," as the authority.)

2.3. Flagword JOPREP JIFFY. The flagword JOPREP JIFFY identifies electrically transmitted command post-to-command post messages and operational reports, and notifies communications centers to route a message directly to the command and control facility. The flagword does not indicate a precedence for transmission within communications channels.

2.4. Operating in a Degraded Communications Environment. HQ USAF and MAJCOMs may suspend the submission of selected reports. MAJCOMs will advise HQ USAF immediately of any suspended AFOREPS reports.

2.5. Report Formats. Prepare reports using the specific formats and content information available in AFP 102-2, volume I, and as supplemented by this manual. When AFP 102-2, volume I, does not contain a specific format for the report, use the General Administration (GENADMIN) format with the report's name as the SUBJECT.

2.6. Correction of Reports . Transmit a *Message Change Report* according to AFP 102-2, volume I.

2.7. (Added-AFMC) Special Reporting Instructions:

2.7.1.   (Added-AFMC) All reports prescribed by this supplement (both voice and record copy) will comply with AFPAM 10-709 VI CD, United States Message Text Formatting (USMTF) requirements, unless stated otherwise in the individual report instructions. Where no unique copy format exists, use the "GENADMIN" message.

2.7.1.1.   (Added-AFMC) All report times will be in Greenwich Mean (ZULU) Time, and will reflect the alphabetic "Z" following the time in the date time group (DTG).

PART 2

OPERATIONAL STATUS REPORTS

Chapter 3

EVENT/INCIDENT REPORT (OPREP-3)(RCS: HAF-XOO(AR)7118)

3.1. Subject and Purpose. OPREP-3 reports use command and control channels to notify commanders immediately of any event or incident which may attract international, national, US Air Force, or significant news media interest. They do not replace the requirement for more detailed reports such as the *Aircrew/Aircraft Loss Report (LOSREP), the Commander's Situation Report (SITREP)*, and accident or incident investigation reports. Submitting an OPREP-3 report neither changes, nor substitutes for, any report required by other directives. Conversely, submit the applicable OPREP-3 regardless of whether or not the event is being reported through other channels.

3.2. Reference Materials . Chairman Joint Chiefs of Staff Instruction (CJCSI) 3150.03.

3.3. Report Categories. OPREP-3 reports categorize events or incidents according to their nature. Flagwords associated with each category aid prompt transmission, processing, and distribution of the reports by alerting people to their importance. The following flagworded reports make up the OPREP-3 system.

    3.3.1. PINNACLE *(OPREP-3P)* reports provide information to the National Command Authorities, National Military Command Center (NMCC), and appropriate commanders on any incident or event of national level interest which does not require notification using other OPREP-3 reports. This report is not restricted to operational information and covers a wide range of occurrences with actual or potential international repercussions or which could seriously change current operations. Consider an event or incident reportable if it:

        3.3.1.1. Generates a higher level of military action.

        3.3.1.2. Causes a national reaction.

        3.3.1.3. Affects international relationships.

        3.3.1.4. Causes immediate widespread coverage in news media.

        3.3.1.5. Is clearly against the national interest.

        3.3.1.6. Affects current national policy.

NOTE:

Submit an OPREP-3 PINNACLE report if there is any doubt an event or incident is, or could be, of interest to the White House, Department of Defense (DoD), the Joint Staff, or news media.

    3.3.2. PINNACLE NUCFLASH *(OPREP-3PNF)* reports the actual or possible detonation of a nuclear weapon which risks the outbreak of nuclear war. This report has the highest precedence in the OPREP-3 reporting structure. Report any of the following:

        3.3.2.1. Accidental, unauthorized, or unexplained nuclear detonation or possible detonation.

3.3.2.2. Accidental or unauthorized launch of a nuclear-armed or nuclear-capable missile in the direction of, or having the capability to reach another nuclear-capable country.

3.3.2.3. Unauthorized flight of, or deviation from, an approved flight plan by a nuclear armed or nuclear-capable aircraft with the capability to penetrate the airspace of another nuclear-capable country.

3.3.2.4. Detection of unidentified objects by a missile warning system or interference (experienced by such a system or related communications) that appears threatening and could create a risk of nuclear war.

3.3.3. PINNACLE FRONT BURNER (OPREP-3PFB) reports any pre-conflict occurrence having the potential of escalating into a contingency or general war situation, such as armed attack on or harassment of US forces.

3.3.4. PINNACLE BROKEN ARROW *(OPREP-3PBA)* reports an accidental event involving nuclear weapons or nuclear components but does not create the risk of nuclear war. Report the following:

3.3.4.1. Nuclear detonation.

3.3.4.2. Non-nuclear detonation or burning of a nuclear weapon.

3.3.4.3. Radioactive contamination.

3.3.4.4. Jettisoning of a nuclear weapon or nuclear component.

3.3.4.5. Public hazard, actual or implied.

3.3.5. PINNACLE EMPTY QUIVER *(OPREP-3PEQ)* reports the seizure, theft, or loss of a nuclear weapon or nuclear component.

3.3.6. PINNACLE EMERGENCY DISABLEMENT *(OPREP-3PED)* reports those operations involving the command disablement or nonviolent disablement of a nuclear weapon.

3.3.7. PINNACLE EMERGENCY EVACUATION (OPREP-3PEV) reports the evacuation of nuclear weapons.

3.3.8. BENT SPEAR *(OPREP-3BS)* reports those incidents involving nuclear weapons that are of significant interest but are not categorized as *PINNACLE NUCFLASH OR PINNACLE BROKEN ARROW*.

3.3.9. FADED GIANT *(OPREP-3FG)* reports nuclear reactor and or radiological accidents and incidents. While these events do not involve nuclear weapons, they are of vital interest to all levels of government.

3.3.10. BEELINE *(OPREP-3B)* reports any incident or event where Air Force level interest is indicated but not requiring *PINNACLE-level OPREP-3* reports. Although the report normally remains within US Air Force channels, commanders may add other addressees, as appropriate to avoid duplicate reporting. HQ USAF may make *BEELINE* information available to agencies outside the Air Force (e.g., NMCC, State Department) based on the situation.

3.3.11. HOMELINE *(OPREP-3H)* reports incidents or vents which do not merit HQ USAF attention but which are of interest to the MAJCOM. Although these reports are not addressed to HQ USAF, they are part of the AFOREPS program and will use the same basic format. MAJCOMs deter-

mine specific reporting requirements and procedures for the *HOMELINE* report. ANG units report *HOMELINE*-level information to ANG Readiness Center, unless federalized or mobilized.

3.3.11. (AFMC) Criteria for determining whether an event/incident is reportable as an OPREP-3 HOMELINE is provided in Table 3.1, Objective Event/Incident Reporting Criteria. Commanders should not, however, restrict reporting to these categories. Any event/incident which is significant, and in the judgment of the commander warrants HQ AFMC interest, should be up-channeled as an OPREP-3 HOMELINE. Reports will be submitted using IMMEDIATE precedence and are MINI-MIZE exempt. RCS; MTC-DO(AR)8601, AFMC Operations Event/Incident report (Short Title; OPREP-3 HOMELINE) applies.

> 3.3.11.1. (Added-AFMC) **HQ AFMC COMMAND CENTER WRIGHT PATTERSON AFB OH**// and **HQ AFMC WRIGHT PATTERSON AFB//CC/DO//** will be Action addressees on all OPREP-3 reports. Include **HQ AFMC WRIGHT PATTERSON AFB OH//LG/SF/XP/DP/SG/ SE/DR/PA/CE/IG/JA/SC/SV/FMO/IN/PK/EN//** as Action addressees on all HOMELINE reports and Info on BEELINE and PINNACLE reports.

3.3.12. OPREP-3 CRESCENT EDGE (OPREP-3CE). Used to immediately notify NMCC, AFOC, or MAJCOMs via secure communications of significant activities involving Special Access Programs (SAPs) operating under the auspices of AFI 16-701. Affected unit command posts will submit voice reports by secure means directly to the appropriate level (i.e. AFOC for BEELINE reports) and back brief intermediate commands as appropriate.

3.3.12. (AFMC) Command Post Chiefs must advise their wing, group, and tenant unit commanders of Crescent Edge reporting requirements and provide a copy of the reporting matrix from AFMAN 10-206 to units operating a Special Access Program (SAP).

> 3.3.12.1. Subject and Purpose. The Crescent Edge Report allows units operating SAPs to use the operational reporting channel to advise their program managers of events or incidents that meet OPREP-3 reporting criteria. The Crescent Edge Report is the single reporting channel for all SAP units reporting incidents to higher headquarters. Crescent Edge Reports will be forwarded through command post channels to MAJCOM Command Centers, AFOC, and NMCC as required.

> 3.3.12.2. Include the following information in the report: The time the unit initiated the report, the name, phone number, and office symbol of both the person initiating the report and the POC at higher headquarters.

> 3.3.12.3. The unit with the SAP, not the command post, initiates crescent Edge reports. The initiating unit will notify the command post they have a report. No program names or incident details will be included, and command post personnel will not press for details. The command post will assign a report number and send the report up the chain to the appropriate level. No other action is required by the command post.

> 3.3.12.4. A Crescent Edge Report will be submitted when an authorized individual from the SAP unit determines an incident meets reporting criteria as established in TABLE 3.1. The reporting unit will determine the level the report will be submitted to.

>> 3.3.12.4.1. It is the unit's responsibility, not the command post or Wing Commander's, to determine the level of the report.

>> 3.3.12.4.2. The parent MAJCOM, AFOC, and NMCC (as appropriate) are the only addressees permitted on record Crescent Edge reports.

3.3.12.4.3. The Crescent Edge report is unclassified but voice notifications will be made using secure telephones. Record copy reports will be transmitted Encrypt for Transmission Only (EFTO) using FLASH or IMMEDIATE precedence.

3.4. The OPREP-3 Reports Matrix.   The OPREP-3 Reports Matrix (Table 3.1) is a quick reference guide to assist users in determining the type of report to submit. **The matrix provides broad guidance and is not all-inclusive.** Judgement on the part of local commanders is essential to proper reporting. Base the level of the report on whether or not the event or incident will attract national level interest (PIN-NACLE) or is only of interest to HQ USAF (BEELINE) or a MAJCOM (HOMELINE). Refer to Figures **Figure 3.1.**, **Figure 3.2.**, **Figure 3.3.**, **Figure 3.4.**, and **Figure 3.5.** for additional guidance for report content.

Table 3.1.   Objective Event/Incident Reporting Criteria.

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
1	AIRCRAFT (Including Unmanned Aerial Vehicles) AND MISSILE EVENTS				
1A	Aircraft Mishap	Any aircraft mishap involving civilian casualties or damage to civilian property.	PINNACLE	Refer to AFI 91-204, *Safety Investigation and Reports.*	1, 2, 3, 4, 7, 12, 15, 18, 20, 21, 31
1B	Aircraft Mishap Class A or B	Class A:a. Aircraft Destroyedb. Damage of One million dollars or more.c. Mishap resulting in a fatality.Class B:Damage of $200,000 but less than $1,000,000	BEELINE	Submit follow-up reports IAW Para 3.10. Also refer to AFI 91-204, *Safety Investigation and Reports.*	1, 3, 7, 11, 12, 15, 18, 20, 31.Info: 4, 21
1C	Aircraft Evacuation	Aircraft evacuated to one or more refuge bases for reasons other than weather or natural disasters.	BEELINE	Submit initial report upon decision to evacuate (include reason); submit updates at each evacuation stage; submit a final report when all aircraft have returned to home station.	1, 3, 12, 18, 20Info: 4, 21

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
1D	Aircraft Grounding	Any locally or command-directed grounding, stand down, or restriction from flying affecting active inventory aircraft.	BEELINE		1, 3, 31
1E	Aircraft Hijacking	The forcible, unauthorized seizure of any Air Force aircraft or commercial aircraft on a military installation.	PINNACLE	If aircraft is nuclear-armed, submit as an EMPTY QUIVER.	1, 2, 12, 18EMPTY QUIVER: Add: 3, 8, 9, 10, 11, 15, 16
1F	Aircraft Midair Collision or Near Miss	Any unintentional contact or near contact involving military to military or military to civilian aircraft.	BEELINE or PINNACLE	Report as PINNACLE only if civilian aircraft are involved.	1, 4, 5, 8, 11, 15, 31Pinnacle: Add 2
1G	Overdue or Missing Aircraft	Any Air Force aircraft reported missing or which has not been located following an extended communications search.	BEELINE	AFI 13-202	1, 4, 7, 12, 18, 20Info: 31
1H	Reconnaissance Incident, Aircraft, Aerospace	Incidents involving airborne or orbital reconnaissance activities.	PINNACLE		1, 2, 3
1I	Missile Mishap	Any ground or air-launched conventional missile mishap involving Air Force resources or personnel or occurring while under Air Force control or jurisdiction.	PINNACLE		1, 2, 3, 4, 15
1J	Space Incidents	Incidents involving Special Access Programs (SAPs)	PINNACLE or BEELINE	Ref Para 3.3.12 and AFI 16-701, *Special Access Programs*	1, 2

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
1K	Cargo Jettison-ing or Dropped Object	Objects dropped from Air Force aircraft if casualties, property damage, or adverse pub-licity is likely.	BEELINE	Comply with AFI 91-204.	1, 32, 33
1L	New Weapon System	Any event/incident involving a new weapon system if the system is either controversial or receiving significant congressional interest.	PINNACLE or BEELINE	Comply with AFI 91-204.	1, 3, 7, 11, 15, 18, 20, 31Info: 4, 21
1M	Aircraft Interest of Safety	Applies to any single engine aircraft that expe-riences engine flameout or loss of power to sus-tain flight.	BEELINE		1, 4Info: 21
1N	Search and Res-cue	USAF search and rescue operations in foreign countries, or if the event may attract media inter-est.	PINNACLE	Submit a BEE-LINE report if, search and res-cue not con-ducted in a foreign country, but media atten-tion is antici-pated	1, 2, 4, 7, 20
1O (Added-AFMC)	Civil Aircraft Mishaps	Any civil aircraft mishap that occurs on Air Force property or under the con-trol of/in airspace con-trolled by an Air Force air traffic control facility.	HOMELINE	Refer to AFI 91-204	
1P (Added-AFMC)	Damage	Any Class C: aircraft/mis-sile/birdstrike damage that appears to be or is in excess of $10,000 but less than $200,000 not reportable under BEELINE or PIN-NACLE criteria.	HOMELINE		

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
1Q (Added-AFMC)	Dropped Object	Any dropped object valued at over $1,000 and does not meet BEELINE criteria.	HOMELINE		
1R (Added-AFMC)	Airborne Incidents	Any airborne instances of hail damage or other weather related events resulting in aircraft damage, aircrew injury, or flight control problems that do not meet BEELINE or PINNACLE criteria.	HOMELINE	Report damage to AFMC aircraft only	
1S (Added-AFMC)	Lightning Strike/ Electro-Static Discharge	Any airborne instances of lightning strikes or electro-static discharge not reportable under BEE-LINE or PINNACLE criteria.	HOMELINE	Report damage to AFMC aircraft only	
2	SPACE SYSTEMS EVENTS				
2A	Satellite, Command and Control Failure	Satellite Ground Station Anomaly - AFSCN or dedicated control net that has a major impact to satellite command control net (greater than 48 hours)	BEELINE		1, 6
2B	Satellite, Degradation	Degradation of any satellite bus or payload, and any of the satellite's missions are degraded or expected to be affected beyond 48 hours.	BEELINE		1, 6
2C	Space Vehicle, Satellite Radioactive Incident	Spacecraft or satellites incidents involving international agencies or presenting human danger.	PINNACLE		1, 2, 6, 33
2D	Satellite, Anomaly	Failure of satellite bus or payload, loss of control, and any of the satellite's missions are affected.	BEELINE		1, 6

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
2E	Satellite, Electro-magnetic Interference	Reports of unauthorized attempts to command, jam, or interfere with a satellite.	BEELINE		1, 6
2F	Space Launch Mishap	Any mishap, failure, or destruction happening to a missile during an ICBM test launch, or to a space launch booster or satellite during a space launch. Unexpected launch parameters (azimuth, altitude, orbit). Mishaps causing launch facility damage, which may delay a subsequent launch, or cause a degraded launch capability for six months or more.	PINNACLE		1, 2, 3, Info: 4
3	GROUND EVENTS OR INCIDENTS				
3A	Fuel Spill	Any spillage of fuel under Air Force control, if the incident is likely to have adverse environmental consequences or elicit media coverage.	BEELINE		1
3B	Ground Mishap-Class AClass B	Class A: Mishap resulting in a fatality or damage in excess of $1,000,000Class B: Permanent partial disability, hospitalization of three or more personnel or Damage of $200,000 or more but less than $1,000,000.	BEELINE	Submit follow-up reports IAW Para 3.10. Also refer to AFI 91-204, *Safety Investigation and Reports*	1, 3, 4, 7, 15, 20,

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
3C	Damage	$50,000 or more property damage. Includes fires causing five or more disabling injuries or impairs the operational readiness of a unit.	BEELINE	Refer to AFI 91-204	1, 32, 33
3D	Explosion	Any ammunition or explosive mishap that causes casualties or serious property damage.	BEELINE	Refer to AFI 91-204	1, 7, 12, 18, 20, 32, 33
3E	Weapons Discharge	Deliberate or accidental discharge of a small arms weapon which results in injury or death.	BEELINE	Refer to AFI 31-207	1, 7, 10, 12, 18, 20,
3F (Added-AFMC)	Damage	Damage, including fire, to Air Force property or facilities exceeding $10,000 or significantly affecting mission capability not reportable under BEELINE or PINNACLE criteria.	HOMELINE		
3G (Added-AFMC)	Power Outages	Any widespread or extended commercial power outage affecting or projected to affect mission capability.	HOMELINE		
4	COMMUNICATIONS AND COMPUTER EVENTS				

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
4A	Network Degradation	Failure or loss of critical network capabilities or resources due to known or unknown* reasons including the following catastrophic failures:a. Loss of Service Delivery Point (SDP)b. Loss of long haul communications links (NIPRNET/ SIPRNET)c. Loss of routingd. Loss of data/ voice networke. Loss of core servicesf. Loss of functional mission system	PINNACLE for Joint or other Service systems hosted on AF networksBEE-LINE for USAF systems	* Units are not required to report scheduled outages.	1, 4, 22, 23, 24, 25, 27, 28Pinnacle: Add 2, 26
4B	Change in Information Protect Conditions (INFOCONS)	Report changes in INFOCON*	PINNACLE for Joint or other Service systems hosted on AF networksBEE-LINE for USAF systems	*Units are not required to submit this report if Higher Headquarters has imposed an INFOCON.	1, 4, 12, 18, 22, 23, 24, 25, 27, 28Pinnacle: Add 2, 26
4C	Communications/Computer Systems Intrusion	Confirmed unauthorized access to or sabotage of USAF computers, computer networks, communications nodes or command center equipment to include classified systems.	PINNACLE for Joint or other Service systems hosted on AF networksBEE-LINE for USAF systems	Comply with Fig. 3.3 and with AFSSI 5021.	1, 3, 4, 6, 12, 18, 14, 22, 23, 24, 25, 27, 28Pinnacle: Add 2, 26
5	NUCLEAR EVENTS				

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
5A	Accident, Priority A Aircraft Nuclear Loaded	Any class "A" accident involving an aircraft carrying one or more nuclear weapons	PINNACLE BROKEN ARROW	Submit follow-up reports IAW Para 3.10. Refer to AFI 91-204, *Safety Investigations and Reports.*	1, 2, 3, 4, 7, 8, 9, 10, 11, 12, 15, 16, 18, 19, 20
5B	Aircraft, Overdue (Nuclear Loaded)	Any military aircraft classified as overdue carrying nuclear weapons, or which a Preliminary Communication (PRECOM) search has been initiated.	BEELINE	AFI 13-202, *Overdue Aircraft*	1, 3, 4, 7, 12, 18, 19, 20
5C	Aircraft, Missing (Nuclear Loaded)	a. Any Air Force aircraft carrying nuclear cargo reported as missing.b. Has not been located following a Preliminary Communication (PRECOM) search.	PINNACLE BENT SPEAR		1, 2, 3, 4, 8, 10, 11, 12, 15, 16, 18, 19
5D	*Nuclear Incident* Arming of Weapon	Any unanticipated incident, which raises suspicion that a nuclear weapon has been fully or partially armed.	PINNACLE BENT SPEAR		1, 2, 3, 4, 8, 10, 11, 12, 15, 16, 18, 19
5E	*Nuclear Accident,* Attack Indications (War Risk)	a. The detection of unidentified objects by a missile warning system,b. Interference experienced by such a system that appears to be threatening and could create a risk of nuclear war.	PINNACLE NUCFLASH		1, 2, 3, 4, 6, 8, 9, 10, 11, 12, 15, 16, 18, 19
5F	*Nuclear Accident,* Cargo Jettisoned	The jettisoning, whether accidental or intentional, of nuclear cargo from an Air Force aircraft.	PINNACLE BROKEN ARROW		1, 2, 3, 4, 8, 9, 10, 11, 12, 15, 16, 18, 19

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
5G	*Nuclear Accident* Contamination, Radioactive (From Weapon Component)	Radioactive contamination (or the threat thereof) resulting from an incident involving nuclear weapons or nuclear components.	PINNACLE BROKEN ARROW		1, 2, 3, 4, 6, 8, 9, 10, 11, 12, 15, 16, 18, 19
5H	*Nuclear Accident* Contamination, Radioactive (From Reactor)	a. The uncontrolled release of radioactive material from a reactor which presents (or threatens to present) a hazard to life, health, or property.b. Results in any person exceeding acceptable limits for exposure to radiation.	PINNACLE or_BEELINE FADED GIANT		1, 3, 4, 7, 12, 15, 18, 19, 20Pinnacle: Add 2
5I	Nuclear Incident Convoy Diversion	Any DoD or DoE motor vehicle convoy transporting nuclear materiel which requests unscheduled support from an Air Force installation or unit.	PINNACLE or_ BEELINE BENT SPEAR		1, 3, 4, 8, 10, 11, 12, 15, 16, 18, 19Pinnacle: Add 2
5J	Nuclear Incident Damage to Reactor	An uncontrolled criticality resulting in damage to a nuclear reactor core or damage resulting from external forces (earthquake, accident, etc.) which threatens the integrity of the reactor.	PINNACLE or BEELINE FADED GIANT		1, 4, 11, 12, 15, 18, 19Pinnacle: Add 2
5K	Nuclear Incident Damage to Weapon	Damage to a nuclear weapon or component severe enough to require major rework, complete replacement or examination and re-certification by DoE.	PINNACLE or BEELINE BENT SPEAR		1, 3, 4, 8, 10, 11, 12, 15, 16, 18, 19Pinnacle: Add 2

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
5L	Nuclear Accident Detonation, Non-nuclear	Any incident involving the non-nuclear detonation (or possible detonation) of a nuclear weapon.	PINNACLE BROKEN ARROW		1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 15, 16, 18, 19, 20
5M	Nuclear Accident Detonation, Nuclear	Any unsanctioned, unexpected nuclear detonation or possible detonation.	PINNACLE NUCFLASH		1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 15, 16, 18, 19, 20
5N	Nuclear Incident Disablement, Emergency	Any operation involving the emergency command disablement or nonviolent disablement of nuclear weapons.	PINNACLE EMERGENCY DISABLEMENT		1, 2, 3, 4, 7, 10, 12, 16, 18, 19, 20
5O	Nuclear Emergency Evacuation	Any operation involving the emergency evacuation of nuclear weapons.	PINNACLE EMERGENCY EVACUATION		1, 2, 3, 4, 7, 10, 12, 16, 18, 19, 20
5P	Nuclear Accident Fire	Any incident involving the burning of a nuclear weapon, nuclear launch facility, nuclear storage area, or transport vehicle carrying a nuclear cargo.	PINNACLE BROKEN ARROW		1, 2, 3, 4, 6, 8, 9, 10, 11, 12, 15, 16, 18, 19
5Q	Nuclear Accident Flight Plan, Unauthorized (War Risk)	Any unauthorized flight plan or deviation from an approved flight plan by a nuclear-armed or nuclear-capable Air Force aircraft with the capability to penetrate the airspace of another nuclear-capable country.	PINNACLE NUCFLASH		1, 2, 3, 4, 6, 8, 9, 10, 11, 12, 15, 16, 18, 19

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
5R	Nuclear Accident Launch, Accidental, Unauthorized (War Risk)	Accidental or unauthorized launch of a nuclear-armed or nuclear-capable missile in the direction of, or having the capability to reach, another nuclear-capable country.	PINNACLE NUCFLASH		1, 2, 3, 4, 6, 8, 9, 10, 11, 12, 15, 16, 18, 19
5S	Nuclear Incident Loss	The loss (explained or unexplained) of a nuclear weapon or nuclear component.	PINNACLE EMPTY QUIVER		1, 2, 3, 4, 8, 9, 10, 11, 12, 15, 16, 18, 19
5T	Nuclear Accident Public Hazard	Any nuclear accident actual or implied from a nuclear weapon, warhead or component.	PINNACLE BROKEN ARROW		1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 15, 16, 18, 19, 20
5U	Nuclear Incident Reactor Incident	An uncontrolled criticality resulting in damage to a nuclear reactor core or an event such as a loss of coolant that results in a significant release of fission products from the nuclear reactor core.	PINNACLE or BEELINE FADED GIANT		1, 4, 11, 12, 15, 18, 19Pinnacle: Add 2
5V	Nuclear Incident Seizure, Theft	The forcible, unauthorized seizure or theft of a nuclear weapon or nuclear component.	PINNACLE EMPTY QUIVER		1, 2, 3, 4, 8, 9, 10, 11, 12, 15, 16, 18, 19
6	HOSTILE ACTIONS OR EVENTS				
6A	Bomb Threat	a. Device is actually detected or explodes.b. If the threat causes a serious degradation of the mission capability.	BEELINE	AFI 31-210, *The Air Force Anti-Terrorism Program*	1, 3, 4, 7, 12, 18, 20
6B	Covered Wagon	Any probable or actual hostile activity directed at or against priority A, B, or C resources.	BEELINE (if probable)PINNACLE (if actual)	AFI 31-101, Vol. 1, *The Air Force Physical Security Program*	1, 3, 4, 7, 12, 14, 18, 20

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
6C	Hostile Action	Any occurrence having the potential of rapidly moving into a contingency or general war situation, such as armed attack, harassment, or hostile act against U.S. shipping interest or forces. Includes chemical, biological attack, attack by ground or air forces using conventional or nuclear weapons on or near an AF installation.	PINNACLE FRONT BURNER	If the initiation of a contingency or general war has occurred subsequent Front Burner reports are not required. However, other reports may be.	1, 2, 3, 4, 7, 12, 18, 20
6D	Hostile Harassment or Attack	Any armed attack or harassment of U.S. forces or interests	PINNACLE		1, 2, 3, 4, 7, 12, 18, 20
6E	Attack on Nuclear Facilities	Any attack or penetration of nuclear storage or alert areas.	PINNACLE FRONT BURNER		1, 2, 7, 10, 12, 18, 20, 32, 33, 34
6F	Captured Personnel	Any DAF personnel captured by a foreign government or terrorist organization	BEELINE		1, 7, 10, 12, 18, 20
6G	Enemy Encounters	Enemy encounters of unusual nature or significant size or hostile aircraft over-flight.	PINNACLE		1, 2, 7, 12, 18, 20, 36
6H	Degraded Combat Capability or Heavy Losses or Significant Damage	Hostilities causing losses to U.S. forces/ equipment resulting in degraded combat capability or operations resulting in damage to AF installations.	PINNACLE		1, 2, 7, 12, 18, 20, 32, 33

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
6I	Sabotage	Clandestine activity against USAF resources which would adversely affect operational capability.	BEELINE		1, 3, 4, 7, 12, 18, 20
6J (Added-AFMC)	Bomb Threats	Any bomb threat against a priority resource not reportable under BEE-LINE criteria	HOMELINE	Refer to AFI 31-101 V1 for definitions of priority resources	
7	TERRORIST EVENTS				
7A	Terrorist Activity	Any event/incident involving terrorism or the threat of terrorism.	PINNACLE or BEELINE		1, 3, 4, 7, 12, 14, 18, 20Pinnacle: Add 2
7B	THREATCON Change	Any unit commander directed change.	BEELINE		1, 3, 4, 12, 14, 18
7C	Hostage Situation	Report if any DAF personnel are taken hostage by terrorists.	BEELINE		1, 7, 12, 18, 20
8	CIVIL DISTURBANCE				
8A	Civil Disturbance or Disorder or Anti-U.S. Demonstration	Any disturbance (anti-US demonstration, riot, panic, strike, etc.) against or on an AF facility that may cause national news coverage.	PINNACLE		1, 2, 4, 7, 12, 18, 20, 32, 33,
8B	Civil Disturbance (AF Assistance Requested)	Civil disorders where AF assistance is requested. Include type of assistance, purpose, affect on AF mission, if granted, duration, capability to provide assistance, and anticipated problems	BEELINE	Refer to USAF Civil Disturbance Plan 55-2, Garden Plot.	1, 4, 7, 12, 18, 20, 32, 33,
8C	Other Disturbances	Disturbances or disorders which may impair operational readiness.	BEELINE		1, 4, 7, 12, 18, 20

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
8D	Diversion of Classified Material	Any DoD convoy of classified material diverted from its destination due to natural disasters, civil disorders, or other emergencies and requiring temporary storage at an AF installation.	BEELINE	Refer to AFI 32-4001	1, 12, 18
8E	Malicious Acts	Acts resulting in significant damage to resources.	BEELINE		1, 4, 7, 12, 18, 20, 32, 33, 35
8F	Major Racial Incident	An incident involving death, arson, an injury requiring medical confinement, property damage (more than $500), a group presentation of demands, or defiance of authority.			1, 7, 12, 18, 20, 32, 33
9	CRIMINAL ACTIVITY				
9A	Criminal Activity	Serious accidents, crimes, or incidents involving US military/ civilians that may impact on international relations or create high-level military or political interest.	PINNACLE		1, 2, 7, 12, 18, 20, 36
9B	Criminal Activity (Foreign or Domestic Jurisdiction)	Serious crimes/incidents that may involve exercise of domestic or foreign jurisdiction over AF personnel or dependents or that may result in extensive news media or congressional interest.	PINNACLE		1, 2, 7, 12, 18, 20, 36

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
9C	Criminal Activity (News Media Interest)	Crimes/incidents that may result in news media interest or could be prejudicial or embarrassing to the AF.	BEELINE		1, 7, 12, 18, 20
9D	Criminal Activity Affecting Operations	Any criminal activity affecting the operational capability of a unit.	BEELINE		1, 12, 18
9E	Theft of Dangerous Materials	The theft of dangerous materials (missile propellants, poisonous chemicals, munitions, toxic corrosive materials, explosives, etc.) or an environmental pollutant.	PINNACLE	Comply with AFI 91-204.	1, 2, 7, 12, 18 20, 34, 36
9F	Prisoner Incidents	Any incident involving the escape, death, or alleged maltreatment involving an inmate at any USAF confinement facility under the control of the USAF Corrections System	BEELINE		1, 7, 12, 18, 20

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
9G	Drugs	Report serious incidents of drug abuse (use, sale, illegal transfer, etc.) involving military members or dependents involving:A. Arrest of a group (10 or more) involved in the sale or transfer of drugs.B. Seizure of drugs by civil or military agents, either on or off base, with an estimated street value in excess of $10,000.C. Hospitalization or death of an active duty member because of drug involvement; or if a senior military officer (O-5 or above), DAF civilian (GS-14 or above), or an AF Academy cadet is involved in the sale, transfer, or use of drugs.	BEELINE		1, 7, 12, 18, 20
9H (Added-AFMC)	Misconduct	Serious incidents of misconduct occurring on or off base involving an officer, CMSgt, or SMSgt	HOMELINE	MSgt and below do not require a report unless misconduct resulted in death or serious injury	
9I (Added-AFMC)	Criminal Activity	Criminal activity occurring on or off base involving either military or DOD civilians in which felony charges are made or pending	HOMELINE		

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
10	POLITICAL EVENTS				
10A	Asylum Incidents	Any request for, or physical attempt by a foreign national to gain asylum on an Air Force installation or incidents involving Air Force personnel or resources.	PINNACLE	Refer to AFI 51-704, *Handling Requests for Political Asylum and Temporary Refuge*	1, 2, 5, 12, 17, 18
10B	Foreign Sovereignty Violation	Violation of the foreign sovereignty of another nation through unauthorized entry, failure to comply with international agreements, or failure to comply with a foreign clearance.	BEELINE	AFI 91-204 and the Foreign Clearance Guide.	1
10C	National-Level Interest	Event/incidents that may develop into a matter of White House, DoD, Joint Service, or major media interest i.e., events with actual or potential international repercussions, serious operational changes, or natural/man-made disasters or civil disorders.	PINNACLE		1, 2, 3, 4
10D	Political Ramifications	Any event/incident involving Air Force personnel or resources which has political ramifications, such as defections or attempted defections, Status of Forces agreement violations, etc.	BEELINE		1

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
10E	Challenge to U.S. Authority	Incidents where military authority over U.S. military or non-military personnel is challenged, including exercise of foreign jurisdiction.	BEELINE		1, 12, 18
10F	Coups	Report this event if DAF personnel are affected.	PINNACLE		1, 2, 7, 12, 18, 20, 36
10G	Landing of Unfriendly Aircraft	Report non-allied aircraft, which make an unscheduled landing at a U.S. military installation.	PINNACLE		1, 2, 12, 14, 18, 34,
11	INJURY OR DEATH				
11A	Death, VIP	a. The death of any flag officer or CMSAF (active or retired); Wing Commander (active duty only); code 5 or higher VIP (see remarks).b. The death of a celebrated person occurring on an Air Force installation.	PINNACLE (BEELINE for a retired flag officers or CMSAF)	Refer to *DOD Flight Information Publication - General Planning* for a complete list of VIP codes.	1, 2, 7, 20
11B	Death, Active Duty	Death of any active duty personnel to include AF Reserve and ANG personnel on active duty.	BEELINE	Include information in Figure 2-5.	1, 7, 20
11C	Injury, VIP	a. The hospitalizing injury of any flag officer or CMSAF (active, ANG, reserve, or retired), Wing Commander (active only), code 5 or higher VIP. Orb. Any injury of a celebrated person occurring on an Air Force installation.	BEELINE	Refer to *DOD Flight Information Publication - General Planning* for a complete list of VIP codes.	1

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
11D	Disease	A medical situation involving a marked increase of a disease among AF personnel or any disease incident of potential significance, which may prevent mission accomplishment.	PINNACLE		1, 4, 7, 12, 18, 20
11E (Added-AFMC)	Accidents/ Injury (Military and DoD Civilian Non-VIP)	a. An accident resulting in serious injury of any military or DOD civilian on an AFMC installation as a result of AFMC operations. An accident resulting in serious injury of AFMC military or DOD civilian personnel.	HOMETIME	The term serious injury is defined as any injury that is life threatening, causes disabling injuries, has a mission impact, or requires extended hospitalization, one week or longer, regardless of cause.	
11F (Added-AFMC)	Illness	Serious illness of a command O-6 or higher deemed life threatening and not reportable under BEELINE or PINNACLE criteria.	HOMETIME		
11G (Added-AFMC)	Civilian Employee Death	The death of any DOD civilian employee or contractor unless circumstances surrounding the death meet BEELINE or PINNACLE reporting criteria.	HOMETIME		
12	COMPROMISE OF CLASSIFIED INFORMATION				
12A	Compromise of Classified Information (Foreign Government Involved)	Confirmed/suspected compromise or unauthorized release of any category of US classified information where a foreign government or agent is involved.	PINNACLE	Refer to AFI 31-401	1, 2, 12, 18

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
12B	Compromise of Top Secret Information	Confirmed compromise or unauthorized release of TOP SECRET information.	BEELINE	Refer to AFI 31-401	1, 2, 12, 18
12C	Compromise of Classified Information (News Media Release)	Confirmed compromise or unauthorized release of any category of classified information that may appear in the news media.	BEELINE	Refer to AFI 31-401	1, 2, 12, 18
13	INTELLIGENCE EVENTS				
13A	Vital Intelligence Sightings	Any/all unidentifiable, suspicious, or hostile traffic (land, aerospace, or sea) which, because of its nature, course, or actions, may constitute a threat to the security of the US or Canada. Includes reports received from airborne platforms.	PINNACLE	Refer to JANAP 146.	1, 2, 3, 6
13B	Intelligence	Receipt of significant intelligence received through other than Intel channels.	PINNACLE	Submit special intelligence through SSO channels.	1, 2, 3
14	MISCELLANEOUS EVENTS				
14A	Convoy Diversion (Non-nuclear)	Any DoD/DoE motor vehicle convoy (transporting other than nuclear materiel) and requests unscheduled support from an Air Force installation or unit.	BEELINE		1, 4, 12, 18

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
14B	Unsatisfactory Inspection	Any <u>final</u> overall unsatisfactory rating of an Air Force/Air Reserve Component unit (squadron or larger) by a Numbered AF or higher inspection/ assessment team.	BEELINE		1, 3, 19, 20
14C	Mission-Impairment	An event/incident which impairs, or is likely to impair mission capability.	BEELINE		1, 3, 20
14D	Off-Drop Zone Airdrop	Any airdrop controlled by the Air Force that results in death, serious injury, property damage, or is likely to receive media attention.	BEELINE		1
14E	Request for Assistance	Requests by civilian authorities for military assistance, or for the use of military resources (personnel or equipment) in the civilian domain.	BEELINE	Refer to AFI 10-801, *Assistance to Civilian Law Enforcement Agencies* and AFI 10-802, *Military Support to Civil Authorities.* Units providing military support to civil authorities should provide the information contained in Fig 2-4	1, 4, 7, 12, 18, 20
14F	Media Coverage, International or National	Adverse international or national media coverage of an event, incident, or action involving Air Force personnel, resources, or programs.	PINNACLE		1, 2, 7, 20

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
14G	Media Coverage, Local	Adverse local media coverage of any event, incident, or action involving Air Force personnel, resources, or programs.	BEELINE		1, 7, 20
14H	Toxic Material	The theft, escape, or spillage of toxic or dangerous materiel that threatens life or location.	PINNACLE		1, 2, 3, 4, 7, 11, 12, 15, 18, 20
14I	Disasters, Natural	An earthquake, flood, hurricane, lightening strike, snow storm, tornado, volcanic eruption, or any other natural phenomenon that may impair the operational capability of an Air Force activity.	BEELINE	.	1,Info: 29, 30
14J	Aircraft Evacuation	When hurricane/typhoon condition is declared, evacuation stage set (planned or actual), or return to base.	BEELINE	Report aircraft evacuated, hangered, tied down and in maintenance. Submit initial report upon decision to evacuate; submit updates at each stage of evacuation. Submit final report when all aircraft have returned to home station	1, 4, 20, Info: 21, 29, 30
14K	CSAF Special Interests	Any event of special interest to the CSAF.	BEELINE		1

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
14L	Severe Weather Occurrences	a. When the following severe weather occurs: Winds 50 knots or greater (to include gusts) And/or Hail inch or larger, or Tornadoes.b. Locations conducting routine flying or space launch operations will submit OPREP reports regardless of damage occurrence.c. Locations supporting primarily ground operations (ranges, radar installations, missile complexes, etc.) will only submit reports if damage occurs.	BEELINE	Report actual severe weather experienced, forecast valid at the time of occurrence to include any watches or warnings issued (include actual and desired lead time), and the operational status of meteorological equipment (e.g. radar, wind sensors, etc.) at time of eventAFI 10-229 (*Responding to Severe Weather Events*)	1, 4, 29, 30
14M	Relocation of wing or major command headquarters emergency essential functions and personnel under the DoD Continuity of Operations (COOP) program	Natural or manmade disasters; Hostile threats; CINC Execute Order; Construction/ Renovations.	BEELINE	Refer to DOD 3020.26 Continuity of Operations (COOP) Planning and policy	1, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20, 21, 22, 24, 29
14N (Added-AFMC)	Battle Staff/ Contingency Support Staff/ Crisis Action Team Activation/ Deactivation	Report initial activation and final deactivation during IG inspections, major exercises, or real world incidents.	HOMELINE	During local or unit commander directed exercises, a BS/CAT activation message is not required	

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Table 3.1.)
14O (Added-AFMC)	Other	Other unusual occurrences, significant event/incidents involving AFMC or AFMC resources that do not meet BEELINE or PINNACLE reporting criteria but merit AFMC attention.	HOMELINE		

Table 3.1. Continued.   MINIMUM ESSENTIAL ADDRESSEE LISTING

1   AFOC WASHINGTON DC// (or AFEOC FT DETRICK MD//(when activated)

2   JOINT STAFF WASHINGTON DC//J3 NMCC//

3   USCINCSTRAT COMMAND CENTER OFFUTT AFB NE//J443/J361//

4   AFNSEP FT MCPHERSON GA//EP//andAFNSEP WASHINGTON DC//CC//

5   HQ 696 IG ANDREWS AFB MD//DO//

6   HQ NORAD CHEYENNE MTN ASN CO//

7   HQ AFPC RANDOLPH AFB TX//DPWR/DPWC//

8   HQ AFMC WRIGHT PATTERSON AFB OH//SEW/XRW//

9   HQ AFMOA BOLLING AFB DC//SGPA//

10   OL-NS-ASC KIRTLAND AFB NM//EN//

11   HQ AFSA KIRTLAND AFB NM//CC/SEN//

12   HQ AFSFC LACKLAND AFB//SF/OPSCENTER//

13   AFFSA ANDREWS AFB MD//CC//

14   HQ AFOSI BOLLING AFB DC//XOX//

15   HQ USAF WASHINGTON DC//SE/ILMW//

16   DIR NUC WPNS KELLY AFB TX//NWTB//

17   HQ USAF WASH DC//JAI/INXYC//

18   HQ USAF WASHINGTON DC//XOF//

19   CINCUSACOM NORFOLK VA//J364// (CONUS NUCLEAR ITEMS ONLY)

20   HQ USAF WASHINGTON DC//DPFJ//MPRC//

21   HQ AFMC COMMAND CENTER WRIGHT PATTERSON AFB OH//

22   AFIWC KELLY AFB TX//CC/EA/EAA//

23   HQ AFCIC WASHINGTON DC//CC/SY//

24   HQ USAF WASHINGTON DC//XOI//

25   OL IA NAIC WASHINGTON DC//IA//

26   HQ DISA WASHINGTON DC//D3//

27   HQ AIA KELLY AFB TX//DO/690 IOS//

28   HQ SSG MAXWELL AFB GUNTER ANNEX//EV/SWSN//

29   HQ USAF WASHINGTON DC//XOW//

30   HQ AFWA OFFUTT AFB NE//XO//

31   ANG ANDREWS AFB MD//XOD//

32   HQ AFCESA Tyndall AFB FL//CC//

33   HQ USAF WASHINGTON DC//ILE//

34   HQ USAF WASHINGTON DC//XORF//

35   HQ USAF WASHINGTON DC//IL//

36   HQ USAF WASHINGTON DC//XPXI//

Notes:

1. Comply with AFI 91-404.

2. Make HQ AFSPA KIRTLAND AFB NM//CC// and HQ USAF WASHINGTON DC//SP// addressees.

3. Make HQ USAF WASHINGTON DC//CE// and HQ AFCESA TYNDALL AFB FL//CC// addressees.

4. Make HQ AFMC COMMAND CENTER WRIGHT PATTERSON AFB OH// an addressee

5. Make HQ USAF WASHINGTON DC//XOFS// an addressee.

6. Make HQ USAF WASHINGTON DC//DPXC/PRC// and AFMPC RANDOLPH AFB TX//DPMC/ PRC// addressees.

7. Make HQ USAF WASHINGTON DC//XOXI// an addressee.

8. Make HQ USAF WASHINGTON DC//XOFM// and AFFSA ANDREWS AFB MD// addressees.

9. Make AIG 9419 an addressee.

10. Make HQ AMC INTEL CEN SCOTT AFB IL//INO// an addressee.

11. Make AFSA KIRTLAND AFB NM//SN/SNI// an addressee.

12. Make HQ USAF WASHINGTON DC//SV// and AFMWRSA RANDOLPH AFB TX//CC// addressees.

13. Make HQ PACAF HICKAM AFB HI//SP//; HQ USAFE RAMSTEIN AB GE//SP//; HQ ACC LANGLEY AFB VA//SP//; HQ AFSPACECOM PETERSON AFB CO//SP//; HQ AMC SCOTT AFB IL//SP/ /; HQ AFMC WRIGHT-PATTERSON AFB OH//SP//; HQ AFRES ROBINS AFB GA//SP//; ANGRC ANDREWS AFB MD//SP//; HQ AFSOC HURLBURT AFB FL//SP//; HQ AETC RANDOLPH AFB TX//SP//addressees.

14. Make USCINCSTRAT COMMAND CENTER OFFUTT AFB NE// an addressee.

3.5. Command Responsibilities . Due to the time sensitivity of OPREP-3 information, report each event or incident as promptly and accurately as possible. If there is doubt, report the event or incident. Units at all levels will develop procedures to quickly obtain and report the key elements of an OPREP-3 report.

3.6. Report Submission. The lowest level of command having knowledge of an event or incident submits the OPREP-3 report.

3.6.1. Air Force units will submit voice reports to the appropriate command center via telephone conference. Normal conference procedures will be unit to MAJCOM to AFOC for BEELINE or Service-level reports (Bent Spear and Faded Giant). Additional conferees will be added as appropriate.

3.6.1.1. Nuclear related reports (PINNACLE) will be immediately voice reported to the NMCC. To contact the NMCC use DSN 851-3840 (primary) or DSN 227-6340 (secondary). Intermediate command centers will be conferenced if time permits and only if it does not cause a delay in the reporting to the NMCC.   .

3.6.1.2. Initial Class A Mishap voice reports will be reported to ALL MAJCOM Command Centers when the report is received by the AFOC. When notified of a Class A Mishap the AFOC will initiate a MAJCOM Conference call. If all MAJCOMs Command Centers do not join the conference within one minute of initiation, the AFOC will cease efforts to bring the additional command centers into the conference and direct the reporting unit to proceed with the report. The AFOC will only make one attempt to convene the conference (i.e. the conference will not be terminated and reinitiated to get additional participants in the conference). The AFOC will back brief those command centers that did not join the conference after it completes all of its internal notifications.

Table 3.2. Contacts.

	Primary DSN	Alternate DSN	Commercial
Nonsecure	227-6103	225-2270	(703) 697-6103
STU-III	227-6784	224-6759	(703) 697-6784
Red Switch	228-2300	228-2311	NA

3.6.2. Intermediate levels of command will immediately pass the report to subordinate or lateral commands which need the information.

3.6.3. Rapid reporting is imperative. Do not delay an initial report for lack of information. Use followup reports to provide additional information when it becomes available. Due to the extremely time sensitive nature of the *PINNACLE NUCFLASH* report, transmit these voice reports no later than 5 minutes after learning of the event.

3.6.3.1. Initial reports must be timely, concise, and include enough information to allow addressees to fully understand the situation. Record copy reports must answer the following questions: who, what, when, where, why, and how. Continue reporting until these questions are answered.

3.6.4. Transmit OPREP-3 reports by the fastest means available consistent with security constraints: usually by nonsecure voice transmission, followed by a confirming record transmission. Transmit reports containing classified or special intelligence information with the proper security precautions. Include the flagword *JOPREP JIFFY* after the classification on all OPREP-3 messages.

3.6.5. Transmit record copy reports within 1 hour of initial voice report. Include information from update voice reports within the first hour of initial voice report in the initial record copy report.

3.6.6. Note that the *OPREP-3 PINNACLE NUCFLASH* takes precedence over all other OPREP-3 reports. Any actual OPREP-3 report takes precedence over all peacetime exercise communications. Table 3-3 covers other typical message precedence information.

3.6.7. Transmit during MINIMIZE.

3.6.8. Use the ESC C1 designator - Continue reporting, priority.

3.6.9. Include AFOC as an information addressee on all reports, including HOMELINEs, which are addressed to a theater CINC, or briefed to a theater CINC.

3.7. Report Format and Contents:

3.7.1. AFP 102-2, volume I, gives specific format information for OPREP-3 reporting. For the *OPREP-3 BEELINE* and *HOMELINE* reports, use the format contained in AFP 102-2, volume I, *OPREP-3 PINNACLE* Annex, with the flagwords *BEELINE* or *HOMELINE* and the letter "B" or "H" substituted for *PINNACLE* and P, where applicable.

3.7.2. The narrative section of each report must clearly convey the details of the incident. Use figure 3.1 to assist in gathering and reporting incident details.

3.8. Report Numbering . Number OPREP-3 reports consecutively for the calendar year beginning with 001. Subsequent reports for the same incident will add sequential letters to the basic report number (e.g., 002A, 002B). After the number 999, revert to 001 for the next report.

3.8. (AFMC) Each category of OPREP-3 (PINNACLE, BEELINE, and HOMELINE) will be numbered separately in its own log. Each category will start with the number 001 at the beginning of the calendar year. Logs will contain as a minimum the report number, date time group of the message and subject. A separate column will be added to indicate initial (INIT), follow-up (FOLUP) or final (FINAL).   Reports and logs will be maintained IAW AFMAN 37-139, Records Disposition Schedule.

3.9. Exercise Reports. Number exercise reports independently of "real world" reports using the same OPREP-3 formats. Begin exercise reports with 001 at the start of each exercise. Indicate exercise name in the EXER set of each report.

3.9. (AFMC) Use X001 for the first report of a particular exercise. Additional reports will be numbered sequentially for the duration of the exercise (X002, X003 and so on). Each exercise will begin with the report number X001. Exercise voice and record copy reports will only be up-channeled if directed by the exercise plan, evaluator, or when prior coordination has occurred.

3.10. Followup Reports:

3.10.1. Followup reports are essential to keep commanders informed of developing situations and to provide additional details as they are learned.

3.10.2. Record copy followup or final reports may contain information previously provided by one or more voice reports. Continue reporting as long as the situation merits. When the immediacy of the OPREP-3 system subsides commanders may use SITREP reporting to provide continuous information. Include a reference to applicable voice and record copy reports in each additional record report.

NOTE:

Advise higher headquarters controllers by voice of the date-time-group of the record copy message as soon as it is available.

3.11. Use of Personnel Identification. Do not include the name or social security number (SSN) of individuals in OPREP-3 reports. Rather, provide broad categories (e.g., active duty, reserve, airman, non-commissioned (NCO), officer, dependent). If a report recipient requires names or SSN, request it as an addendum through separate channels.

3.12. Upgrading Reports. If later information indicates a higher-level report, upgrade it (e.g., *HOME-LINE* to *BEELINE*). To do this, the reporting unit sends a brief followup report identifying the basic incident and referencing earlier reports. The headquarters primarily addressed on earlier reports will notify higher levels and provide hard-copy reports. Send all followup reports to the proper levels.

> 3.12.1. **(Added-AFMC) Downgrading Reports.** The highest command that received the initial voice report will make the determination to downgrade or cancel the OPREP-3 report. If the initial hard copy has already been sent, send the initial downgraded report to the same addresses on the higher level report. No voice report will be required, unless directed by HHQ. Within the text of the message state the person who authorized the downgraded report. After the initial report, follow-up reports will be sent to the downgraded addresses.

Table 3.3. Deleted.

Figure 3.1. Guide for OPREP-3 Event Reporting.

GUIDE FOR OPREP-3 EVENT AND INCIDENT REPORTING

1. Name and location of unit submitting report.

2. Operation nickname or type of occurrence.

3. Mission identification number.

4. For followup reports, reference to all previous reports.

5. Date, time, and location of event or incident.

6. Analysis of public relations factors involved and estimate of news media reaction.

7. Description of all known facts and circumstances.

a. Include the following for events or incidents concerning aircraft, missiles, or satellites:

(1) Serial number and type of aircraft, missile, or satellite.

(2) Unit.

(3) Home base.

(4) Mission. (For aircraft, include point of departure and en route stops.)

(5) Type of ordnance aboard.

(6) Any known circumstances concerning the event/incident or any factor which induced or contributed to an accident or combat loss.

(7) Weather conditions at time and place of event or incident (aircraft only).

(8) Estimate of casualties.

(9) Names of VIP casualties involved.

(10) Estimate of property or equipment damage (Air Force, public, or private).

(11) Security measures taken (i.e., number and type of personnel used as sentries, unit and base of assignment, etc.). If nuclear weapons are involved, include whether or not a national defense area was established according to AFI 31-101.

b. When compromise or suspected compromise of classified information is involved that is not the result of espionage, initially include as much of the following as possible:

(1) Description of material involved, including origin (agency and office of primary responsibility), date, subject, classification, category, special marking, etc.

(2) Identification of persons and activities involved.

3) Summary of circumstances.

(4) Estimated extent of compromise.

(5) If Office of Special Investigations (OSI) assistance has been requested.

(6) If incident was referred to another component or federal department for

Figure 3.2. Communications/Computer Events Report Format and Content.

1. Report Date/Time.

2. Date and Time the Incident Occurred.

3. Date and Time Incident Discovered and means of detection.

4. Name and classification of the exploited network/system. Include:

name of the system as accredited

network domain name and Internet Protocol (IP) address

description of hardware and operating system

highest classification of information processed

mission area/function of system

5. Description of the Incident. Use as much detail as necessary to adequately describe the problem.

6. Impact on the affected organization's operations/mission.

7. Apparent source IP (if able).

8. Point of Contact (POC): Enter name, rank, organization, office and telephone number of the person to be contacted on all subsequent actions concerning the incident.

Figure 3.3. Guide for OPREP-3 Reporting for Military Support to Civil Authorities.

Include the following when commanders provide military support to civil authorities:

Narrative statement on the type of disaster/emergency, location, cause, extent of damage to civil and military property, and estimated duration of military participation in relief operations. Include appropriate USAF or FEMA mission designator(s) in this section of OPREP-3.

Installation commander's assessment of situation priority

Source and time/date of civil authority's request for military assistance. Show full names, official titles, and phone numbers/e-mail addresses.

Number of dead, injured, and missing military and DOD civilian personnel.

USAF resources committed to disaster/emergency relief operations (not including aircraft) to include the following:

Chronological narrative summary from the unit log to describe types of support and resources committed.

Peak number of USAF personnel (military and civilian) employed in relief operations.

Amount and types of equipment used in relief operations.

Amount and types of supplies used in relief operations.

Name, rank, and telephone/e-mail/fax or unit POC.

State whether USAF Public Affairs personnel are assisting media.

USAF aircraft operations.

USAF Aircraft.

Types of missions.

Number and types of aircraft flown to include number of sorties and hours flown. Include daily and cumulative totals.

Total airlifted passengers, military and civilian. Include AFSC/MOS/Job Specialties.

Total cargo by type and weight. Include number of cargo types.

Civil Air Patrol Aircraft.

Types of missions.

Number and types of aircraft flown to include number of sorties and hours flown. Include daily and cumulative totals.

Total airlifted passengers, military and civilian. Include AFSC/MOS/Job Specialties.

Total cargo by type and weight. Include number of cargo types.

Number of CAP Fixed Communications Stations committed.

Other CAP equipment committed by type and amount.

Remarks. Identify operational highlights, unusual actions or occurrences, or other events of interest to CSAF. Specifically describe CAP casualties or damages. Include date and time CAP support was terminated.

Figure 3.4. Active Duty Death - Additional Information Format.

MARITAL STATUS	
Married	
Separated	
Divorced	
Single	
CHILDREN	
No	
Yes	
How many	
RESIDENCE	
Off Base	
On Base	
Base Housing	
Dorms	
Roommate	
Any previous record of problems	
Additional Comments	

Figure 3.5. Aircraft Crash Supplemental Information.

	AIRCRAFT MISHAP REPORT		DATE/TIME OF INCIDENT	
1	LOCATION OF INCIDENT (include approx. distance and direction from base/range and nearest city)			
	COORDINATES		TERRAIN	
	TRAINING AREA RANGE (restricted area or MOA)			
2	NUMBER OF CREWMEMBERS		NUMBER OF PASSENGERS	
	INJURIES (extent/status/name of hospital/location)			
	FATALITIES		HOME BASE OR TDY	
	AIRCREW UNIT (Active/Reserve/ANG)			
2a	PILOT 1	30	60	90
	TOTAL FLIGHT TIME		TOTAL FLIGHT TIME IN MISHAP ACFT TYPE	
	QUALIFICATION (Instructor, 2/4-Ship Lead, etc.)			
2b	PILOT 2	30	60	90
	TOTAL FLIGHT TIME		TOTAL FLIGHT TIME IN MISHAP ACFT TYPE	
	QUALIFICATION (Instructor, 2/4- Ship Lead, etc.)			
3	TYPE OF AIRCRAFT		CONFIGURATION	
	UNIT OF AIRCRAFT		AIRCRAFT DAMAGE ASSESSMENT	
	ENGINE TYPE		ENGINE CYCLES AND ACFT TOTAL FLIGHT TIME	
	RECENT MX		ENGINE DAMAGE ASSESSMENT	
4	TYPE OF MISSION (training, BFM, instruments, low-level, air-to-air, SAAM, etc.)			
	FORMATION		POSITION IN FORMATION	
	TYPE OF MANEUVERS AT MISHAP OCCURRENCE			
	ALTITUDE		AIRSPEED	
	BAIL-OUT ALTITUDE		ATTEMPTS TO RESTART	
5	WX - PRECIPITATION		VISIBILITY	
	CEILING		CLOUD TOPS	
	WINDS			
6	SAR FORCES/UNIT			
7	COLLATERAL DAMAGE (Civilian/DoD)			
8	SITE SECURITY		UNIT SECURING SITE	
9	ORDNANCE			

10	BRIEF NARRATIVE OR DESCRIPTION OF MISHAP/OTHER INFO NOT CONTAINED IN REPORT
11	INTERIM SAFETY BOARD PRESIDENT
12	CHIEF OF INSPECTION BOARD (if applicable)
13	SAFETY OFFICER POC/DSN NUMBERS

3.13. (Added-AFMC) General. The following reporting procedures are applicable to all OPREP-3 reports.

3.13.1. (Added-AFMC) Do not delay OPREP-3 reporting for the purpose of sending an information-ally complete report. The knowledge of the event/incident is very important, and timeliness is crucial. Commanders must be prepared to immediately determine the significance of each occurrence and the necessity for reporting it. **No criticism will be levied for reporting an incident that is subsequently deemed non-reportable.**

3.13.2. (Added-AFMC) The necessity for rapidly up-channeling OPREP-3 reports cannot be over-emphasized. The OPREP-3 report is the first indication to HHQ of events/incidents possibly requir-ing immediate responses/actions from them. **Keep in mind the report belongs to the NCA, CSAF, or the AFMC/CC.** It's imperative that all levels of command be completely familiar with any and all significant events/incidents. Therefore, the guideline for commanders when deciding on whether or not to report an event/incident is: "**WHEN IN DOUBT, REPORT IT!"**

3.13.3. (Added-AFMC) The CP reports manager is responsible for training controllers and com-manders on Operational Reporting Criteria. The host unit CP reports manager is responsible for pro-viding Operational Reporting Criteria to assigned tenant units and will maintain a copy of the tenant unit's MAJCOM reporting criteria outlining any unique requirements.

3.14. (Added-AFMC) Voice Reporting Procedures. The commander is responsible for insuring the initial voice report is submitted promptly. Voice reports will be transmitted as quickly as possible after notification that an event/incident has occurred. Report information that is readily available and update as required. AFMC applicable OPREP-3 reports will be voiced directly to the HQ AFMC Command Center via unsecure DSN 787-6314 or 787-5637, or secure DSN 787-0161. The AFMC Command Center will conference all applicable agencies as required, including other MAJCOMS. Voice reports are required for follow-up and final reports, however they may be waived by HHQ.

3.15. (Added-AFMC) Record Copy Reporting Procedures. A record copy AUTODIN/DMS report will be transmitted within one hour of each voice report. Units can request an extension on HOMELINE reports from HQ AFMC Command Center.

3.15.1. (Added-AFMC) When it is known that only one report will need to be done on an event/inci-dent, state "FINAL" in the Report Status field of the TIMELOC set of the report.

3.15.2. (Added-AFMC) The AFMC/CC will be briefed quarterly on the timeliness of operational reporting for both voice and record copy reports.

3.16. (Added-AFMC) Special Requirements.

3.16.1. (Added-AFMC) The chief of the base CP, or reports personnel, will coordinate OPREP-3 reporting requirements/criteria with tenants and lateral agencies such as security forces, maintenance operations, and medical, to ensure all events/incidents are quickly brought to the attention of the CP. Organizations must provide CP's with required OPREP-3 information to ensure HHQ Command and Control (C2) channels are informed. An OPREP-3 report is still required even if an incident has been reported via other channels (e.g. deaths).

3.16.2. (Added-AFMC) When reporting property or equipment damage, always try to include a cost estimate. If an estimate is not available for the initial report, **DO NOT** delay submitting the initial report. Submit a follow-up or final report when the estimates are available.

3.16.3. (Added-AFMC) When reporting an aircraft evacuation via OPREP-3 BEELINE, begin with the decision to evacuate and continue through return to home station. Submit follow-up reports as changes occur. Do not submit a final report until all aircraft have returned to home station. The initial OPREP-3 BEELINE report must contain the following information in the following format:

   3.16.3.1. (Added-AFMC) Number and type of aircraft on base (include transit aircraft on your base).

   3.16.3.2. (Added-AFMC) Number and type of aircraft to be evacuated.

   3.16.3.3. (Added-AFMC) Refuge base(s).

   3.16.3.4. (Added-AFMC) Estimated time of Departure of first and last evacuating aircraft.

   3.16.3.5. (Added-AFMC) Estimated Time of Arrival at refuge base(s) of first and last evacuating aircraft.

   3.16.3.6. (Added-AFMC) Number and type of aircraft to be hangered.

   3.16.3.7. (Added-AFMC) Deviations from current evacuation plan.

3.16.4. (Added-AFMC) The AFMC/CC has directed a condolence letter be sent from his office within one day when an active duty member or civilian employee assigned to AFMC (any AFMC member at any location) dies. The unit CP will obtain the following information from the MPF (Casualty Assistance) or Civilian Personnel office, as appropriate, and provide it via a telephone call to the AFMC Command Center as soon as possible, but no later than two hours of any OPREP-3 PIN-NACLE (rule 11A), BEELINE (rule 11B) or HOMELINE (rule 11G):

   3.16.4.1. (Added-AFMC) Name and rank of deceased.

   3.16.4.2. (Added-AFMC) Number of years of service.

   3.16.4.3. (Added-AFMC) name of next of kin and relationship (or c/o unit if no next of kin).

   3.16.4.4. (Added-AFMC) Personal mailing address for next of kin (for AFMC/CC to send condolence letter).

   3.16.4.5. (Added-AFMC) Organization and telephone number of immediate supervisor of deceased (duty phone).

   3.16.4.6. (Added-AFMC) **Do not include personal information in the OPREP-3, IAW AFMAN 10-206, Para 3.11.**

   3.16.4.7. (Added-AFMC) Address HQ AFMC WRIGHT PATTERSON AFB OH//HC// on the above hard copy OPREP-3 reports.

3.16.4.8.   (Added-AFMC) The AFMC Command Center will relay the personal information to AFMC/HC so they may draft the condolence letter and forward it to the AFMC Command Section.

Figure 3.6.   (Added-AFMC) ORREP-3H Templates.

1. Voice Template

This is (name and rank) from (unit and base) with a(n) (EXERCISE, if applicable):

PRIORITY: FLASH   IMMEDIATE   PRIORITY   ROUTINE

CLASSIFICATION: TOP SECRET   SECRET   CONFIDENTIAL   UNCLASSIFIED

OPREP-3 HOMELINE REPORT

Line 1:   (REPORT NUMBER)

Line 2:   (SUBJECT)

Line 3:   (NARRATIVE: Include DTG and location of incident as well as supporting information if available)

Sample Real World Voice Report:

This is Amn Smith from the 95th Air Base Wing at Edwards AFB, CA with an Immediate, Unclassified OPREP-3 HOMELINE report. Line 1: 003 Line 2: Aircraft Damage Line 3: At 270545Z, a T-38 assigned to the 445th Test Squadron tail number 95-0357 sustained damage to the right elevon which was discovered during pre-flight inspection. The damaged area is approximately 11 x 4 inches. The repair cost is estimated to be in excess of $18,000. Further information to follow as it becomes available.

Sample Exercise Voice Report:

This is Amn Smith from the 95th Air Base Wing at Edwards AFB, CA with an EXERCISE Immediate, Unclassified OPREP-3 HOMELINE report. Line 1: 003 Line 2: Aircraft Damage Line 3: At 270545Z, a T-38 assigned to the 445th Test Squadron tail number 95-0357 sustained damage to the right elevon which was discovered during pre-flight inspection. The damaged area is approximately 11 x 4 inches. The repair cost is estimated to be in excess of $18,000. Further information to follow as it becomes available. THIS IS AN EXERCISE REPORT.

2. Record Report Template:

FROM: (Originator's Address)//

TO: (Action Addresses) HQ AFMC COMMAND CENTER WRIGHT PATTERSON AFB OH// (and) HQ AFMC WRIGHT PATTERSON AFB OH//CC/DO/LG/SF/XP/DP/SG/SE/DR/PA/CE/IG/JA/SV/ FMO/IN/SC/PK/EN//.

INFO: (Additional addresses as required) (For EXERCISE reports the only address not preceded by ZEN is "HQ AFMC COMMAND CENTER WRIGHT PATTERSON AFB OH"//

CLASSIFICATION JOPREP JIFFY//

EXER (if applicable)/ (Exercise Name)//

OPER (if applicable)/ (Operation Name)//

MSGID/OPREP-3H/(Originator)/(Serial Number)/(Month/1st three letters of)//

REF/(Serial Letter)/(Ref Type)/(Originator)/(DTG of reference)//

AMPN/(Amplify telephonic voice message or previous record copy)//

FLAGWORD/HOMELINE/-//

TIMELOC/(DTG event/incident occurred)/(Location of event/incident)/(INIT, FOLUP, or FINAL)//

GENTEXT/INCIDENT IDENTIFICATION/(EXERCISE if applicable) (Include nature of event/incident, equipment and personnel involved, extent of damage and injuries, the cause, contributing factors, and mission impact.   Answer the questions WHO, WHAT, WHEN, WHERE, and WHY. Include the status of report INIT, FOLUP, or FINAL and rule number. Be sure to state "EXERCISE" as in the voice format above, if applicable.)(EXERCISE if applicable) //

DECL: (if applicable)//

Example:

2. EXERCISE Record Report:

FROM: 95 ABW EDWARDS AFB CA//

TO: (Action Addresses) HQ AFMC COMMAND CENTER WRIGHT PATTERSON AFB OH//

INFO: (Additional addresses as required) **ZEN**/USCINCSTRAT CMD CTR OFFUTT AFB NE//J443/J361//

ZEN/AFOC WASHINGTON DC//

ZEN/HQ AFPC RANDOLPH AFB TX//DPWR/DPWC//

ZEN/HQ AFMC WRIGHT PATTERSON AFB OH// CC/DO/LG/SF/XP/DP/SG/SE/DR/PA/CE/IG/JA/SV/ FMO/IN/SC/PK/EN//.

UNCLAS JOPREP JIFFY//

EXER /BLUE MOON//

MSGID/OPREP-3H/95ABW/003/AUG//

REF/A/TEL/95ABW/270550Z AUG 00//

AMPN/VOICE REPORT FOR OPREP-3H SERIAL NO. 003//

FLAGWORD/HOMELINE/-//

TIMELOC/270545Z AUG 00/EDWARDS AFB CA/INIT//

GENTEXT/INCIDENT IDENTIFICATION AND DETAILS/EXERCISE, AT 270545Z, A T-38 ASSIGNED TO THE 445TH TEST SQUADRON TAIL NUMBER 95-0357 SUSTAINED DAMAGE TO THE RIGHT ELEVON WHICH WAS DISCOVERED DURING PRE-FLIGHT INSPECTION. THE DAMAGED AREA IS APPROXIMATELY 11 X 4 INCHES. THE REPAIR COST IS ESTIMATED TO BE IN EXCESS OF $18,000. THIS IS A COMMAND POST INITIAL REPORT. FURTHER REPORTS TO FOLLOW AS INFORMATION BECOMES AVAILABLE. EXERCISE//

Chapter 4

COMMANDER'S SITUATION REPORT (SITREP) (RCS: HAF-XOO(AR)7123)

4.1. Subject and Purpose. To keep the Joint Staff, Services, and National Command Authorities (NCA) apprised of existing political, military, and operational situations and plans and to keep commanders advised of a units ability to meet requirements outlined in approved plans. Situation reporting will be accomplished for the following, but is not limited to:

4.1.1. Involvement in critical national or international situations.

4.1.2. Involvement in natural or manmade disasters and/or emergency relief efforts.

4.1.3. Significant operational deficiencies that affect mission readiness.

4.1.4. Other activities, operations.

NOTE: Critical or disastrous situations triggering national or Service level interest will be reported initially via the OPREP-3 PINNACLE or BEELINE reports. Follow-up or amplifying messages on such events/incidents will continue to be submitted as OPREP-3 messages as long as the situation warrants OPREP-3 type reporting.

4.2. Deleted.

4.3. Submitted By: MAJCOMs, Air Force Component Commands (AFCCs) and DRUs (when participating in joint or special operations) as required by operations plans and directives, or higher headquarters.

4.4. Submitted To. All SITREPs will be ACTION addressed to: AFOC WASHINGTON DC// Other addressees are prescribed by MAJCOM and/or theater CINC directions. INFO address AFEOC FT DETRICK MD//

4.4.1. Reports originated by Chief of Staff, USAF (CSAF):

4.4.1.1. At DEFCON 5 or 4:

4.4.1.1.1. Action: AIG 933

4.4.1.1.2. MAJCOMs

4.4.1.1.3. Info: AFMPC RANDOLPH AFB TX//PRC/-DPMC//

4.4.1.1.4. Additional addressees, as required

4.4.1.2. At DEFCON 3, 2, or 1:

4.4.1.2.1. Action: AIG 934

4.4.1.2.2. MAJCOMs

4.4.1.2.3. Info: Additional addressees, as required.

4.4.2. Reports originated by MAJCOMs and DRUs:

Action: AF OPS SPT CTR WASHINGTON DC//

Info: AFMPC RANDOLPH AFB TX//PRC/DPMC//

Additional addresses, as required

4.4.3. Reports originated by commanders of task forces or special operations and unit level commanders:

Action: Parent Joint Command

MAJCOMs

Info: AFMPC RANDOLPH AFB TX //PRC/-DPMC//

Additional addressees, as required

4.5. Submission Timing. Reports will be submitted daily or more frequently, if required, for the duration of the activity or operation. Unless specified otherwise by CINC directives, submit reports no later than 0200Z, reflecting data current as of 2359Z.

4.6. Submission Precedence. Submit reports via IMMEDIATE precedence with classification appropriate for the message content. Continue to report during MINIMIZE unless directed otherwise by the implementing authority. This message may be submitted by voice or Global Command Control System (GCCS) when record (i.e., Automated Digital Network (AUTODIN)) transmission is not available.

4.7. Specific Reporting Instructions. The SITREP is a narrative report. It keeps addressees informed and enables higher levels of command to prepare for potential effects of ongoing situations.

4.7.1. Duplicate reporting is not desired; however, information available in another Joint Reporting Structure (JRS) report will be referenced to ensure operational impacts are noted.

4.7.2. Any higher headquarters level in the reporting chain may direct additional reporting requirements. The Air Force Operations Group, in fulfilling the CSAF's Title 10 responsibilities, is authorized to request any necessary additional/amplifying information on past events, current operations, or planned actions. A quick response to requests for information from the AFOC, Air Force Crisis Action Team, or CSAF Presentation Division is required.

4.7.3. During peacetime military support to civil authorities operations and under hostile conditions such as terrorism, comply with the daily reporting instruction timeline described in the supported CINC's Execute Order. Include AFNSEP FT MCPHERSON GA// and HQ USAF WASHINGTON DC//XOO//AFOC// as addressees on the SITREP. At the end of military operations, submit a summary SITREP to AFNSEP 1283 Anderson Way SW, Ft McPherson, GA 30330-1095 and supported CINC/J3 via military postal system. The information contained in Figure 4.1 should be included in the summary SITREP.

4.8. Report Content. Air Force SITREPs will evaluate significant factors relating primarily to readiness, mobilization personnel, and logistics. Report content should highlight key activities and build on previous reports. Duplicating or including information to fill in the blank is not desirable. Brevity is paramount. The following is a list of subparagraphs from the USMTF formats, and will be used as applicable.

4.8.1. Commander's Own Situation/Disposition/Status of Forces. Includes summary of significant unit mission degradation, current deployments, and projected requirements.

4.8.2. Situation Overview. A brief overall assessment of the situation, including circumstances or conditions that increase or materially detract from the capability and readiness of forces.

4.8.3. Operations. A brief description and results of operations carried out during the report period.

4.8.4. Intelligence/Reconnaissance. A brief overview of the situation in terms of operations, order of battle, capabilities, threat changes. Reference any Spot Intelligence reports submitted in the past 24 hours.

4.8.5. Logistics. A brief description of logistics sustainability by class of supply. Highlight significant deficiencies.

4.8.6. Communications Connectivity. Report significant outages and incompatibilities.

4.8.7. Personnel. Report factors affecting readiness of forces or units; mobilization status; battle casualties (i.e., killed in action, wounded in action, and missing in action); and the effect of casualties sustained.

4.8.8. Significant Political/Military/or Diplomatic Events. Report events not reported by OPREP-3 PINNACLE but which could result in local, national, or international public reaction; civil unrest or indications of civil defense measures contemplated or implemented; and events affecting the attitudes, emotions, or behavior of the populous that could be used in developing psychological operations campaigns.

4.8.9. Commander's Evaluation. Summary of key points from individual paragraphs. The information contained in Figure 4-1 should be included in the summary SITREP:

Figure 4.1. Guidance for Commander's Final SITREP.

Commander's assessment of military operations and effectiveness

Photographs and video of military operations

Location and suspected cause of the disaster/emergency

All HQ USAF, CINC, and FEMA mission designators assigned

Sources of requests for military assistance to include mailing addresses

Chronological summary of USAF and CAP actions, beginning with employment of forces and throughout relief operations to include type forces, equipment, and supplies used, together with aircraft operations including number and type aircraft, number of sorties, and hours flown

Highlights of relief operations, outstanding performers, unusual actions or occurrences, or other events of interest for CSAF

Discussion of specific problem areas encountered and actions recommended precluding recurrence in the future

Summary of relief operations expenses requiring reimbursement

4.9.   (Added-AFMC) AFMC Contingency Operations:

4.9.1.   (Added-AFMC) During contingency situations, each AFMC subordinate organization's battle staff prepares and sends a daily Commander's Situation Report (SITREP) to the HQ Battle Staff, commencing at the direction of the HQ AFMC BSD (see CJCSM 3150.14, Joint Reporting Structure [JRS] Logistics). For additional instruction refer to Fig 4.2 AFMC SITREP format. It is each Battle Staffs' responsibility to gather information and prepare and submit each report. Subordinate SITREPs may be signed by their respective BSDs or designated alternate.

4.9.2.   (Added-AFMC) SITREPs keep the AFMC Commander apprised of each subordinate organization's ability to support the current contingency and support HQ AFMC SITREP preparation. It is also used to report:

4.9.2.1.   (Added-AFMC) Operational problems and limitations.

4.9.2.2.   (Added-AFMC) Requests for assistance.

4.9.2.3.   (Added-AFMC) Recommended or intended courses of action.

4.9.2.4.   (Added-AFMC) Unit Readiness.

4.9.2.5.   (Added-AFMC) Event/Incident Report (OPREP-3) follow-up reporting when the immediacy of an OPREP-3 report is no longer needed.

4.9.2.6.   (Added-AFMC) Information not reported elsewhere.

4.9.2.7.   (Added-AFMC) Public Affairs.

4.9.3.   (Added-AFMC) Unless otherwise directed by the HQ Battle Staff Director, send SITREPs so they arrive at HQ Battle Staff not later than 1800Z daily. Send the latest information available at the time it was sent, and note the "as of" time on the SITREP. Even though the actual information may be at least several hours old due to compilation time, don't slip the deadline.

4.9.4.   (Added-AFMC) While the HQ Battle Staff Director may require special SITREP sections depending on the contingency, BSDs must include all important contingency support information in their SITREP.

 Note: Due to AFMC's mission diversity and corresponding organizational structure, one or more sections may not apply to every operation. Similarly, even when sections do apply, there may be nothing significant to report on some sections at the time the SITREP is submitted. In these cases, retain the SITREP format below, including subject titles, but include only applicable subjects in the report.

4.9.5.   (Added-AFMC) HQ AFMC/XP-AO is the HQ AFMC OPR for Center Situation Reports.

Figure 4.2.   (Added-AFMC) Center SITREP Format

FROM: (Organization)//BS//

TO: HQ AFMC WRIGHT PATTERSON AFB OH//BS//

INFO: (**all other battle staffs)//**

CLASSIFICATION (don't forget to mark individual paragraphs as well if classified)//

OPER/(Operation Name)//

PERID/(Zulu Date/Time)/To: (Zulu Date/Time)/As Of: (Zulu Date/Time)//

(Centers are to submit SITREPs, which include information as of 2359Z and ensure receipt by CSAF not later than 0200Z the following day. The inputs to AFMC are due no later than 1800Z, unless instructed otherwise.)

SUBJECT: (Organization) SITREP (SITREP #)//

PART I. SITUATION OVERVIEW

(Provide a brief overall assessment of the situation to include circumstances or conditions [resources/facilities] which significantly affect the capability and readiness of your available forces).

PART II. WEAPON SYSTEM/COMMODITY STATUS

A. WEAPON SYSTEM SUPPORT ISSUES

   1. SYSTEMS WHICH ARE IN THE CURRENT ACTIVE INVENTORY; REPORT ISSUES BY MISSION DESIGN SERIES (MDS).

      (a) Issue/Status

      (b) Impact

      (c) Assistance Required

   2. SYSTEMS WHICH ARE BEING NEWLY FIELDED FOR THIS OPERATION. REPORT ISSUES BY MDS.

      (a) Issue/Status

      (b) Impact

      (c) Assistance Required

B. MISSILE SYSTEM SUPPORT (WR-ALC)

   1. MISSILE TYPE

      (a) Issue/Status

      (b) Impact

      (c) Assistance Required

C. ENGINE SUPPORT (OC-ALC/SA-ALC)

   1. TYPE/MODEL/SERIES (TMS)

      (a) Issue/Status

      (b) Impact

      (c) Assistance Required

D. MUNITIONS SUPPORT (OO-ALC/SA-ALC

   1. TYPE

     (a) Issue/Status

     (b) Impact

     (c) Assistance Required

E. OTHER SYSTEMS SUPPORT

   1. VEHICLES

     (a) Issue/Status

     (b) Impact

     (c) Assistance Required

   2. COMMUNICATIONS-COMPUTER SYSTEMS/FACILITIES

     (a) Issue/Status

     (b) Impact

     (c) Assistance Required

   3. AIRCRAFT GROUND SUPPORT EQUIPMENT (AGE)

     (a) Issue/Status

     (b) Impact

     (c) Assistance Required

   4. SPACE SYSTEMS

     (a) Issue/Status

     (b) Impact

     (c) Assistance Required

   5. ELECTRONIC WARFARE

     (a) Issue/Status

     (b) Impact

     (c) Assistance Required

   6. AVIONICS

     (a) Issues/Status

     (b) Impact

     (c) Assistance Required

F. DEPOT CONTINGENCY PRODUCTION

   1. CJCS PROJECT CODED PRODUCTION SUPPORT:

<u>NSN</u>   <u>Noun</u>   <u>Weapon System</u>   <u>Organic Required/Produced</u>   <u>Contractor Required/Produced</u>   <u>New Buy</u>

2. ALL OTHER PRODUCTION REPORT:

<u>NSN</u>   <u>Noun</u>   <u>Weapon System</u>   <u>Organic Required/Produced</u>   <u>Contractor Required/Produced</u>   <u>New Buy</u>

3. BACKORDER INFORMATION WILL BE PULLED FROM THE DO35 SYSTEM BY HEADQUARTERS PERSONNEL AS REQUIRED.

G. ACCELERATION/COMPRESSION AIRCRAFT

1. NEXT AIRCRAFT DUE OUT OF DEPOT:

<u>Action</u>   <u>SOR Location</u>   <u>MDS</u>   <u># In Work</u>   <u>Due Out Date For Next Aircraft</u>   <u># Completed</u>

2. CUMULATIVE ACCELERATION/COMPRESSION OUTPUT

<u>Action</u> <u>SOR Location</u> <u>MDS/Tail#</u> <u>Normal Scheduled Output Date</u> <u>Accelerated Output Date</u> <u>Date Delivered</u>

Note: Accelerated and compressed aircraft must be reported separately.   Aircraft being accelerated or compressed by contractor must also be identified.

3. IDENTIFICATION OF SYSTEMS ADVANCED ENOUGH TO BE FIELDED.

4. EXPEDITING OF TECHNOLOGY DEVELOPMENT/INSERTION

5. TESTS ACCELERATED:

(a) Equipment Shortfalls

(b) Aircraft Shortfalls

PART III. CENTER/LABS/OPERATIONS STATUS

A. OPERATIONS

1. PERSONNEL

(a) Reserve Mobilization

(b) Critical Skills Shortages

2. OPERATIONS

(a) Mobility

(1) Personnel

(2) Equipment

(3) Deployment (Report by PID/ULN/UTC each AFMC tasked force that departed originally during the reporting period)

(b) Base Security Status

(c) Transportation Resources

(d) Supply Status

(e) Depot Support Equipment

3. REAL PROPERTY

(a) Installed Equipment

(b) Structure

4. COMMUNICATIONS-COMPUTER SYSTEMS/FACILITIES

(a) AUTODIN

(b) GCCS

5. MEDICAL RESPONSE RESOURCES

(a) Tasked to Deploy

(b) In-Place

B. RETROGRADE STATUS (Number of items returned to depot from theater for repair and reason(s) for any backlog)

PART IV. PUBLIC AFFAIRS

PART V. COMMANDER'S COMMENTS

(signed by BSD)

Chapter 5

COMMUNICATIONS INSTRUCTIONS REPORTING VITAL INTELLIGENCE SIGHTINGS (CIRVIS)

5.1. Subject and Purpose. This report provides vital information to the security of the United States and Canada which, in the opinion of the observer, requires very urgent defensive action or investigation by the US and or Canadian Armed Forces.

5.2. Reference Materials. Joint Army, Navy, Air Force Publication (JANAP 146).

5.3. Submitted By. Any Air Force personnel.

5.4. Submitted To:

5.4.1. Airborne reports: US or Canadian military or civilian communications facility.

5.4.2. Post-landing reports: Commander in Chief, North American Aerospace Defense Command (NORAD), Cheyenne Mt, Colorado, or HQ Northern NORAD Region, North Bay, Ontario, Canada, whichever is more convenient. If landing outside Canadian or US territories, submit reports through the nearest US or Canadian military or diplomatic representative.

5.5. When Submitted. As soon as possible after the intelligence sighting.

5.6. How Submitted. Reports are normally UNCLASSIFIED but handled as For Official Use Only.

5.6.1. Use the most rapid means of transmission available. For airborne reports use the same procedures as for air traffic control. When pilots cannot establish contact with a ground station, make maximum effort to relay the report via other aircraft.

5.6.2. To avoid delays while airborne, repeat the word CIRVIS three times before the message to preempt all other communications (except distress and urgency). If this fails to clear the frequencies, use the International Urgency Signal "PAN" spoken three times. For the ground relay of airborne reports or post-landing reports, use FLASH precedence.

5.6.3. Transmit during MINIMIZE.

5.6.4. Use the ESC C1 designator- Continue reporting, priority.

5.7. Reporting Instructions:

5.7.1. Facilities receiving CIRVIS reports will rapidly process and forward them as prescribed by JANAP 146.

5.7.2. Report all unidentifiable, suspicious, or hostile traffic (land, aerospace, or seaborne) which, because of its nature, course, or actions, considered a threat to the security of the United States or Canada. Such reporting extends the early warning defense system for the United States and Canada. There are five types of CIRVIS reports:

5.7.2.1. Issue initial CIRVIS reports while airborne (or as warranted, upon landing).

5.7.2.2. Issue post-landing CIRVIS reports if airborne reports made.

5.7.2.3. Issue followup CIRVIS reports by anyone with additional information about an earlier report (refer to the initial report).

5.7.2.4. Issue cancellation CIRVIS reports once sightings are positively identified as friendly or determined it was erroneously reported.

5.7.2.5. Submit evaluation CIRVIS reports to each addressee of the above CIRVIS reports. Promptly submit evaluation reports to keep all interested parties fully informed.

5.7.3. Report the following specific sightings:

5.7.3.1. Hostile or unidentified aircraft which appears directed against the United States, Canada, or their forces.

5.7.3.2. Missiles.

5.7.3.3. Unidentified flying objects.

5.7.3.4. Hostile or unidentified military surface vessels or submarines.

5.7.3.5. Any other individual surface vessels, submarines, or aircraft of unconventional design engaged in suspicious activity, observed in an unusual location, or on a course which may threaten the United States, Canada, or their forces.

5.7.3.6. Any unexplained or unusual activity which may indicate a possible attack against or through Canada or the United States (includes the presence of any unidentified or suspicious ground parties in remote or sparsely populated areas, including the polar region).

5.7.3.7. Unlisted airfields, facilities, weather stations, or air navigation aids.

5.7.4. Make every effort to document sightings with as many photographs as possible. Send undeveloped film or prints and negatives, with a brief written report and other identifying information to the Director of Naval Intelligence, Department of the Navy, Washington, DC 20305. The Department of the Navy will process the film and return one copy of each print and a roll of new film to the individual.

5.7.5. Use figure 5.1. to gather and report specific sighting details.

Figure 5.1. Communications Instructions Reporting Vital Intelligence Sightings (CIRVIS).

GUIDE FOR CIRVIS REPORTING

The CIRVIS report is a narrative report explaining the sighting. A specific format is not required. Provide as much specific detail as possible to aid decision makers in responding to the sighting. Include the following information if possible along with any other information which may be significant:

1. CIRVIS report identification.

2. Identification of the object(s) sighted.

a. For identifiable objects, include number and identification of the aircraft, vessel, missile, or individuals seen.

b. For unidentifiable objects, give a description including shape, size (compared to a known object e.g., pea, silver dollar, baseball, basketball, fighter aircraft, or C-5), number and formation, any discernible features or details (e.g., color, trail or exhaust, sound).

c. Include any observed identification (e.g., insignia, lettering, flags).

3. The position of the object. Include the date and time (GMT) of the sighting. This can be indicated by any of the following methods:

a. Latitude and longitude.

b. Over a radio fix.

c. True bearing and distance from a radio fix.

d. Over a well-known or well-defined geographic point.

4. Description of the course of the object:

a. Altitude.

b. Direction of travel.

c. Speed.

d. Description of flightpath and maneuvers.

e. What first called attention to the object.

f. Angle or elevation and azimuth when first observed.

g. How long was the object visible.

h. Angle or elevation and azimuth upon disappearance.

i. How did the object disappear.

5. Manner of observation.

a. State how observed: ground-visual, ground-electronic, air-visual, air-electronic. (If electronic, specify system).

b. Were optical aids (telescope, binoculars, etc.) used?

6. Conditions when sighting the object.

a. Location of observer. (Use latitude/longitude, a named geographic landmark, or other logical references.) If the sighting is made while airborne, include type of aircraft, identification number, altitude, heading, speed, and home station.

b. Light conditions (use one of the following terms: night, day, dawn, dusk).

c. Weather conditions (ceiling, visibility, clouds, thunderstorms, temperature, winds, etc.).

7. Interception or identification action taken (if feasible, complying with existing directives).

8. Location, approximate altitude, and general direction of flight of any air traffic or balloon releases in the area which could possibly account for the sighting.

9. Preliminary analysis of the possible cause of the sightings.

10. Existence of physical evidence, such as materials and photographs.

11. Name, organization, and means of contacting the reporting individual.

5.8. (Added-AFMC) HQ AFMC/DOO is the HQ AFMC OPR for Communications Instructions Reporting Vital Intelligence Sightings (CIRVIS) reports. HQ AFMC/IN is the HQ Office of Collateral Responsibility (OCR) for this report.

Chapter 6

AIRCREW/AIRCRAFT LOSS REPORT (LOSREP) (RCS: HAF-XOO(AR)7113)

6.1. Subject and Purpose. The LOSREP provides follow-on information (after an OPREP-3) on the loss of aircrews or aircraft. Submit the LOSREP for both combat and peacetime losses.

6.2. Reference Materials. Not used.

6.3. Submitted By. The unit with the operational or mission control of the lost aircrew and aircraft. (*EXCEPTION*: When a loss occurs while on temporary duty (TDY) in, or transiting through, an overseas geographical area, the overseas air commander submits the report.)

6.4. Submitted To:

ACTION ADDRESSEES:

CSAF WASHINGTON DC//

AFOC WASHINGTON DC//

MAJCOM Command Center(Area of Operation where loss occurred)

Parent MAJCOM Command Center (of the aircrew and aircraft)

INFO ADDRESSEES:

AFSA KIRTLAND AFB NM//

AFEOC FT DETRICK MD//

AFPC RANDOLPH AFB TX//PRC/DPWCS//

HQ USAF WASHINGTON DC//DPFJ//)

ADDITIONAL ADDRESSEES AS REQUIRED

6.5. When Submitted:

   6.5.1. Transmit the initial LOSREP when an aircraft is determined to be damaged beyond repair or not later than three hours after the initial OPREP-3 reporting the loss.

6.5.2. Submit follow-on reports as additional information becomes available or if the status of a loss changes.

6.5.3. Conclude reporting with a final LOSREP summarizing all available information.

6.6. How Submitted:

6.6.1. Classify according to content, using a minimum of SECRET for combat losses.

6.6.2. Note the method of transmission is: Automatic Digital Network (AUTODIN) or Defense Digital Network (DDN).

6.6.3. Use the following Precedence for the type of report indicated:

6.6.3.1. Initial report: IMMEDIATE.

6.6.3.2. Follow-on reports: PRIORITY.

6.6.4. Transmit during MINIMIZE.

6.6.5. Use the ESC C1 designator - Continue reporting, priority.

6.7. Reporting Instructions:

6.7.1. Report the initial loss with an *OPREP-3 Event/Incident Report*.

6.7.2. Use GENADMIN format in AFP 102-2, volume I, providing information contained in figures 6.1 and 6.2.

6.7.3. Indicate type of loss (i.e., combat, operational, or training).

6.7.4. Reference the applicable OPREP-3 in the initial and followup LOSREPs.

6.7.5. Reference the original LOSREP in follow-on reports.

6.7.6. That the LOSREP is an operational report, separate from the safety investigation reports of AFI 91-204, Investigating and Reporting Mishaps.

Figure 6.1. LOSREP Details.

Information for Aircrew/Aircraft Loss Report (LOSREP)

A. Identify report type (initial, follow-on, or final).

B. Type loss (operational, combat, or training).

C. Aircraft identification:

C1. Model, design, and series.

C2. Serial number.

C3. Mission number.

C4. Call sign (position in flight of aircraft and number of aircraft in flight; e.g., number 3 in flight of 4).

C5. Operational base.

C6. Aircraft assignment (command, numbered air force, wing, squadron).

D. Time and location of loss. (Include date and time (GMT). Indicate location by latitude and longitude:

D1. Time and location when battle damage occurred (if applicable).

D2. Time and location when aircraft was downed, lost, or crashed.

D3. Time over target (operational, combat, or training mission) if applicable.

E. Aircrew identification and status for each crewmember:

E1. Name and crew position.

E2. Rank.

E3. SSN.

E4. Organization.

E5. Station. (Home and deployed base, if applicable.)

E6. Status. (Recovered, DUSTWUN, missing, ill, or injured.)

E7. Number of months, combat missions flown, in the combat zone.

F. Mission and target information:

F1. Type mission (close air support, strike, armed reconnaissance, etc.).

F2. Type target. If under Forward Air Controller (FAC) control, include FAC call sign.

F3. Target location by latitude and longitude.

F4. Target area weather, day or night. Include weather where aircraft was hit, if not over the target. If a night loss, state whether or not attack was made under flare light.

F5. Target area defenses. (Report actual defenses encountered.)

F6. Electronic warfare (EW) environment in target area.

G. Tactics:

G1. Cause of loss (bird strike, aircraft malfunction, ground fire, missiles, etc.).

G2. Altitude above ground level when problem occurred.

G3. Aircraft attitude when problem occurred.

G4. Speed when problem occurred.

G5. Basic maneuver or type weapons delivered to include dive angle. Report pass number when problem occurred and previous passes on same target by other aircraft of same flight, or within previous 30 minutes by any aircraft.

G6. Effect of target area defense on tactics.

G7. Effect of target area weather on tactics.

G8. Effect of rules of engagement on tactics.

G9. Number and type weapons carried when problem occurred. Include number and type ECM pods carried and their status (operative or inoperative).

G10. Disposition of ordnance. Type ordnance being delivered when problem occurred, ordnance jettisoned, retained, etc.

G11. Relevant communications from crewmembers not recovered or from others in the area.

H. Rescue information:

H1. Ejection and chute information.

H2. Environment at rescue site (terrain, enemy activity, etc.).

H3. Agency directing search and rescue (SAR).

H4. Extent of SAR effort.

H5. Date and time (GMT) of successful SAR effort and Service accomplishing recovery.

H6. When and why SAR efforts terminated.

I. Remarks. Include any other essential information to provide complete history of aircrew and aircraft loss.

Figure 6.2. Sample LOSREP.

SAMPLE LOSREP

(CLASSIFICATION) JOPREP JIFFY

MSGID/GENADMIN/1 FW/006//

SUBJ/LOSREP//

REF/A/OPREP-3P/1 FW/021840Z APR 92//

NARR/

A. INITIAL LOSREP.

B. COMBAT LOSS.

C. AIRCRAFT IDENTIFICATION.

C1. F15C.

C2. 85-0130.

C3. RF449G.

C4. WACO 41, NR 1 IN FLIGHT OF 4.

C5. DHAHRAN AIR BASE, SA.

C6. CENTAF, NA, 4404 CW, 71 FS.

D. TIME/LOCATION OF LOSS

D1. 021805Z APR 92 AT 29-00N 48-15W

D2. 021808Z APR 92 AT 28-40N 48-00W.

D3. 021803Z APR 92.

E. AIRCREW IDENTIFICATION/STATUS

El. JOHNS, JOHN J./AIRCRAFT COMMANDER.

E2. MAJOR.

E3. 149-26-3885FR.

E4. 71 FS.

E5. LANGLEY AIR FORCE BASE.

E6. RECOVERED, UNINJURED.

E7. 3 MONTHS/52 MISSIONS.

F. MISSION/TARGET INFORMATION.

Fl. ARMED RECONNAISSANCE.

F2. COASTAL FREIGHTER - NOT UNDER FAC CONTROL.

F3. 29-30N 48-20W.

F4. SCATTERED CLOUDS AT 5000FT - 12 MILES VISIBILITY. NIGHT - FLARES NOT USED.

F5. AUTOMATIC WEAPONS/37MM CANNON ON BOARD FREIGHTER.

F6. NONE.

G. TACTICS.

Gl. PROBABLE AUTOMATIC WEAPONS FIRE. HITS IN ENGINE AREA CAUSED FLAMEOUT APPROX 3 MINUTES AFTER HITS.

G2. APPROX 700 FT.

G3. LEFT CLIMBING TURN.

G4. 450K.

G5. RECOVERING FROM STRAFING RUN AT 20 DEGREE DIVE ANGLE, PASS NR 2, NO PRE-VIOUS PASSES ON TARGET.

G6. NONE.

G7. NONE.

G8. NONE.

G9. 2,000 ROUNDS 20MM. NO ECM PODS.

G10. REMAINING ROUNDS CRASHED WITH AIRCRAFT

G11. N/A

H. RESCUE INFORMATION.

H1 GOOD EJECTION AND CHUTE.

H2. OPEN SEA -NO ENEMY ACTIVITY.H3. CROWN AIRBORNE RESCUE COMMAND POST.

H4. 1 MH-60 HELICOPTER FOR RECOVERY, 4 F-15 (CHICAGO FLT), FOR RESCAP.

H5. RECOVERY MADE AT 021838Z APR 92 BY USAF MH-60.

H6. N/A.

I. REMARKS. WHILE RECONNING TARGET, PILOT FELT THUMP UNDER AFT SECTION. NOTICED DROP IN HYD PRESSURE. FIRE WARNING LIGHT CAME ON. SMOKE IN COCKPIT FORCED EJECTION.//

DECLAS/OADR//

6.8. (Added-AFMC) HQ AFMC/DOO is the HQ AFMC OPR for Aircrew/Aircraft Loss Reports (LOSREP).

PART 3

OPERATIONAL SUPPORT MONITORING REPORTS

Chapter 7

AIRCRAFT/MISSILE MAINTENANCE PRODUCTION COMPRESSION REPORT (AMREP) (RCS: HAF-LGX(AR)7109)

7.1. Subject and Purpose. The AMREP provides to HQ USAF and operational commands information on normal production schedules to use in contingency planning. It depicts the latest progress of maintenance scheduled on specified aircraft and missiles under AFMC's jurisdiction.

7.2. Reference Materials. AFI 21-102, *Depot Maintenance Management* (formerly AFR 66-3).

7.2. (AFMC) AFMCI 21-118, Aircraft and Missile Maintenance Production/Compression Report System (AMREP) (A030D).

7.3. Submitted By. Air Force Materiel Command (AFMC).

7.3. (AFMC) AMREP will be submitted by Air Logistic Centers (ALC) (OC-ALC, OO-ALC, SA-ALC, SM-ALC, AND WR-ALC).

7.4. Submitted To:

Action:AF OPS SPT CTR WASHINGTON DC//

HQ AFMC WRIGHT-PATTERSON AFB OH//LGDS//

HQ ACC LANGLEY AFB VA/LGXYR//

HQ AMC SCOTT AFB IL//LGF//

HQ PACAF HICKAM AFB HI//LGMW/-LGMM//

HQ USAFE RAMSTEIN GE//LGM/LGW//

HQ AFRES DOBBINS AFB GA//LGMA//

HQ ANG ANDREWS AFB MD//LGM//

HQ AFEOSC FT RITCHIE MD/LGXX//

7.4. (AFMC) ALC's will submit the AMREP to HQ AFMC WRIGHT PATTERSON AFB OH//BS//.

7.5. When Submitted:

7.5.1. At DEFCONs 4 and 5, submit the report as of 1500Z the second workday after the 15th of each month and the second workday after the last calendar day of each month. Submit the report not later than 2300Z.

7.5.2. At DEFCON 3 or higher, submit daily reports as of 1500Z not later than 2300Z.

7.5.3. HQ USAF may direct different times and frequencies.

7.6. How Submitted:

7.6.1. Submit the report via AUTODIN. Use PRIORITY precedence during normal readiness and IMMEDIATE precedence during exercises, alerts, and increased readiness.

7.6.2. Transmit during MINIMIZE.

7.6.3. Use the ESC C1 designator - Continue reporting, priority.

7.7. Reporting Instructions:

7.7.1. Include all air vehicles possessed or temporarily on loan to DBOF-T by AFMC but assigned to operational commands.

7.7.2. Include information on normal and compressed maintenance production schedules.

7.7.3. Use an exercise data base during Joint Staff or US Air Force command post exercises (CPX). Use the start exercise (STARTEX) "as of" date from the EXPLAN for the data base.

7.8.   (Added-AFMC) HQ AFMC/LGPP is the Headquarters AFMC OPR for AMREPs.

Chapter 8

ITEMS OF SPECIAL INTEREST REPORT (RCS: HAF-LGX(AR)7124)

8.1. Subject and Purpose. *Items of Special Interest Report* provides each headquarters, command, supporting agency, and base a means to manually report inventory and consumption data on special interest logistics items when they can not use automated systems. This report is for short-term contingencies, emergencies, or exercises. Use the Combat Supplies Management System for long-term reporting.

8.2. Reference Materials . Not used.

8.3. Submitted By. See table 8.1.

8.4. Submitted To. See table 8.1.

8.4. (AFMC) AFMC unit and intermediate commanders will submit reports to: Action: HQ AFMC/LGS/
/ Info: HQ AFMC/DRW//.

8.5. When Submitted.   As directed by HQ USAF/ILXX or AFEOSC/LRC. MAJCOMs and NAFs may implement this report to support a contingency or exercise. Notify HQ USAF/ILXX upon implementation.

NOTE: Be prepared to change items reported and item designations if HQ USAF/ILXX implements Items of Special Interest Report. The headquarters, which initiates the report, will terminate it.

8.6. How Submitted:

8.6.1. Transmit reports via AUTODIN or DSN. The report format, with base and item designator and corresponding columns, permits nonsecure telephone communications as a last resort. Do not refer to bases or items by name.

8.6.2. Note that HQ USAF/ILXX will provide implementing instructions based on contingency and/ or exercise requirements.

8.6.3. Transmit during MINIMIZE.

8.6.4. Use GENADMIN message format according to AFPAM 10-709, Volume 1.

8.6.5. Use the ESC C1 designator - Continue reporting, priority.

8.7. Reporting Instructions.

8.7.1. Implementing instructions must state the following:

8.7.1.1. Reporting commands and agencies.

8.7.1.2. Report recipients.

8.7.1.3. Reporting method.

8.7.1.4. Report classification.

8.7.1.5. Base designator (numerical designator assigned by ILXX).

8.7.1.6. Items reported (ILXX assigned item designator).

8.7.1.7. Report timing.

8.7.1.8. How often to submit the report.

8.7.1.9. As of time.

8.7.1.10. Report not later than time.

8.7.2. Use six columns for this report. Designated columns as follows:

8.7.2.1. A, Beginning balance.

8.7.2.2. B, Receipts.

8.7.2.3. C, Expenditures (consumed).

8.7.2.4. D, Shipped.

8.7.2.5. E, Ending balance.

8.7.2.6. F, Remarks.

8.7.3. Inform HQ USAF/ILXX at once of any actual or suspected item designator compromise.

Table 8.1. Items Of Special Interest Reporting Guidance.

Submitted By:	Submitted To:	When Submitted:	Actions:
Unit Commanders	Intermediate Commands//ILXX//	When directed	
Intermediate Commanders	Parent MAJCOMs//ILXX//		Submit consolidated report
MAJCOMs	HQ USAF WASHINGTON DC//ILXX//		
CONUS NORAD Region (CONR) Units	1 AF TYNDALL AFB FL//ILX/ILMW//Info: Sector		See Oplan 3000 Series
CONR Battle Staffs	HQ ACC LANGLEY AFB VA//ILXX//		
HQ ACC	Action: HQ USAF WASHINGTON DC//ILXX//Info: NORAD PETERSON AFB//CO//J4//Info: 1 AF TYNDALL AFB FL// ILMW//		Submit consolidated reports
NORAD Units deployed to Canadian region (CANR)	1 AF TYNDALL AFB FL//ILX/ILMW//Info: Sector and Home Station	Before Oplan 3000 execution	
NORAD Units deployed to Canadian region (CANR)	HQ ACC LANGLEY AFB VA//ILXX//Info: 1 AF Tyndall AFB FL//ILX/ ILMW//Info: CANR and HOME STATION	After Oplan 3000 execution	
NORAD Units Deployed to Alaskan Region (ANR)	Parent Command//ILXX//Info: 1 AF Tyndall AFB FL//ILX/ ILMW//	Before Oplan 3000 execution	
	11 AF Elmendorf AFB AK//ILXX//	After Oplan 3000 execution	

8.8. (Added-AFMC) HQ AFMC/LGS is the HQ AFMC OPR for ITEMS OF SPECIAL INTEREST reporting. HQ AFMC/DRW is the OCR for this report.

Chapter 9

FUELS REPORTING STRUCTURE

Section 9A—Contingency Fuels Operations Report (CFOR) (RCS: HAF-ILS (W) (AR) 7108)

9.1. Subject and Purpose. This report provides CSAF and MAJCOMs with summary information about manpower, equipment, products, facilities, and deficiencies, which affect bulk petroleum supplies, storage, and distribution systems. This report provides national level decision-makers information necessary to support peacetime, crisis, and wartime missions. This report is not intended to replace the Bulk Petroleum Contingency Report (REPOL) in Section B of this chapter.

9.1. (AFMC) Per conversation between HQ AFMC/DOOC and the AFMAN 10-206 OPR, the Contingency Fuels Operations Report (CFOR) has been rescinded.

9.2. Reference Materials. AFI 23-201, *Fuels Management*, and AFMAN 23-110, *USAF Supply Manual, Vol II.*

9.3. Submitted By. Individual Air Force units.

9.4. Submitted To. Reports will be submitted using automated procedures in the Fuels Automated System (FAS). Those units where FAS transmission is not available, will submit reports via message to:

HQ USAF WASHINGTON DC//ILSP/ILXX//

INFO: AFEOC FT DETRICK MD// LGXX//

MAJCOM//LGXX (As required)

9.5. When Submitted.

9.5.1. When utilizing FAS, CFOR will be transmitted weekly as a minimum. Otherwise prepare CFOR upon request of the Air Staff or Major Command and under any of the following conditions:

9.5.1.1. Automatically upon declaration of DEFCON 1.

9.5.1.2. Following an attack or peacetime disaster.

9.5.2. Once activated, submit the report every 24 hours as of 2000Z, unless otherwise directed by the Air Staff. Number reports sequentially beginning with 001.

9.6. How Submitted.

9.6.1. Classify according to content.

9.6.2. Reports will not contain classified data when using FAS.

9.6.3. When prepared manually.

9.6.3.1. Transmit via AUTODIN.

9.6.3.2. Use IMMEDIATE precedence.

9.6.3.3. Transmit during MINIMIZE.

9.6.3.4. Use the ESC C1 designator - Continue reporting, priority.

9.7. Reporting Instructions. AFMAN 23-110, Vol II, Part 2, contains additional information.

9.8. Sample Report.

PART I: FACILITY DAMAGE

TYPE	NUMBER	DAMAGE	ETIC

PART II: INVENTORY

GRADE OF PRODUCT	ON HAND (MBBLS)	INV USEABLE STORAGE (MBBLS)	PREVIOUS 24 HR CONSUMPTION	PREVIOUS 24 HR RECEIPTS

PART III: STATUS EQUIPMENT

EQUIPMENT TYPE	NUMBER AUTHORIZED	NUMBER ASSIGNED	NUMBER MISSION CAPABLE

PERSONNEL

DAFSC	NUMBER AUTHORIZED	NUMBER ASSIGNED	NUMBER AVAILABLE

PART IV: REMARKS

Section 9B—Bulk Petroleum Contingency Report (REPOL) (RCS: NOT REQUIRED)

9.9. Subject and Purpose. This report provides the Joint Staff, Military Services, and Defense Energy Support Center (DESC) with summary information on bulk petroleum inventories, damage assessment for bulk petroleum distribution systems, and other strategic information pertaining to bulk petroleum support posture.

9.9. (AFMC) The HQ AFMC Command Fuels Management Office is responsible for obtaining, compiling and submitting required information to HQ USAF/ILSP. The information provided will be used to portray the current status of AFMC fuels; activities regarding fuel products, facilities, equipment and personnel.

9.9.1. Reference Materials. CJCSM 3150.14, *Joint Reporting Structure (JRS) - Logistics*, Department of Defense Manual 4140.25-M, *DOD Management of Bulk Petroleum Products, Natural Gas, and Coal*, Volume II, and AFI 23-201, *Fuels Management*.

9.9.2. Submitted By:

9.9.2. (AFMC) All AFMC units will submit a Bulk Petroleum Contingency Report (REPOL) when directed by HQ AFMC/LGSF or higher.

9.9.2.1. The Joint Petroleum Offices (JPOS) in US Atlantic Command (USACOM), US European Command (USEUCOM), US Pacific (USPACOM), US Southern Command (USSOUTH-COM), and US Central Command (USCENTCOM).

9.9.2.2. The Department of the Air Force, or its designee, will submit REPOL reports on essential CONUS base petroleum facilities when requested by the Joint Staff.

9.9.2.3. DESC will be responsible for submitting REPOL reports for stocks reported by CONUS Defense Fuel Regions.

9.9.3. Submitted To: The address indicator group (AIG) 935.

9.9.3. (AFMC) AFMC unit Fuels Management Offices will submit REPOL reports to: Action: HQ AFMC WRIGHT PATTERSON AFB OH//LGX BATTLESTAFF//   Info: As required.

9.9.4. When Submitted.

9.9.4.1. Once per year under peacetime conditions (as of 30 September).

9.9.4.2. When directed by the Joint Staff.

9.9.4.3. When considered appropriate by reporting commanders.

9.9.4.4. Once reporting begins, REPOL will be forwarded every 48 hours unless otherwise directed by the Joint Staff.

9.9.5. How Submitted.

9.9.5.1. Classify according to content.

9.9.5.2. Transmit by message.

9.9.5.3. Use IMMEDIATE precedence.

9.9.5.4. Transmit during MINIMIZE.

9.9.6. Reporting Instructions. CJCSM 3150.14 contains additional information.

9.9.7. (Added-AFMC) HQ AFMC/LGSF is the HQ AFMC OPR for REPOL reporting.

Chapter 10

MANPOWER AND EQUIPMENT FORCE PACKAGING (MEFPAK) SYSTEM (RCS: HAF-LGX(Q)7301, LOGDET; RCS: HAF-PER(AR)7301, MANFOR)

10.1. Subject and Purpose. The MEFPAK system standardizes procedures to describe the characteristics of Air Force forces available for operation planning. MEFPAK consists of two subsystems: Manpower force packaging subsystem (MANFOR) and logistics force packaging subsystem (LOGDET) provides:

10.1.1. Detailed planning data for use by Air Force units in mobility planning.

10.1.2. Standard formats for communicating manpower planning detail among the MAJCOMs.

10.1.3. Capability for use in MAJCOM operation planning systems.

10.1.4. A baseline for communication of logistic data among the MAJCOMs.

10.1.5. Comprehensive mobility planning data for use by HQ USAF and the MAJCOMs.

10.1.6. An interface with the Joint Operation Planning and Execution System and Joint Deployment System.

10.1.7. At execution, supporting and supported commands will modify deploying units' planned item detail based on assets and facilities in at receiving locations.

10.2. Reference Materials:

10.2.1. AFI 10-401, *Operation Plan and Concept Plan Development and Implementation* (formerly AFR 28-3).

10.2.2. AFM 28-626, *Contingency Operations/Mobility Planning and Execution (COMPES).*

10.2.3. AFM 28-740, volumes 1, 2, and 3, *War Planning, Functional User Support Manual for the Contingency Operation/Mobility Planning and Execution System.*

10.3. Submitted By . MAJCOMs and FOAs designated as MEFPAK-responsible deployable UTCs commands.

10.4. Submitted To:

10.4.1. MANFOR:

AFWMPRT/CM

Site R, Room 3A53

Ft Ritchie, MD 21719-5010

10.4.2. LOGDET:

HQ USAF/LGXX (LRC)

1030. Air Force Pentagon

Washington DC 20330-1030

10.5. When Submitted:

10.5.1. Submit MANFOR and LOGDET reports for newly established deployable force elements and UTCs to the agencies listed in paragraph 10.4. at UTC registration.

10.5.2. At least quarterly, review and update all force elements and UTCs .

10.5.3. Submit MANFOR and LOGDET reports to arrive not later than the first duty day of March, June, September, and December. Negative reports are required from all MEFPAK commands.

10.6. How Submitted:

10.6.1. Classify according to content.

10.6.2. For the method of transmission, submit MEFPAK reports by mail in WWMCCS standard type format, or through WIN in the formats described in AFM 28-626 and AFM 28-740, volume 3.

10.6.3. Transmit during MINIMIZE when required for execution planning.

10.6.4. Use the ESC C1 designator - Continue reporting, priority.

10.7. Reporting Instructions. AFI 10-401 outlines procedures for UTC development, maintenance, and reporting of MEFPAK information.

10.8.   (Added-AFMC) HQ AFMC/XPM is the HQ AFMC OPR for Manpower Force Packaging Subsystem (MANFOR) reporting. HQ AFMC/XP-AO is the HQ AFMC OPR for Logistics Force Packaging Subsystem (LOGDET) reporting.

Chapter 11

LOGISTICS FEASIBILITY ANALYSIS CAPABILITY (LOGFAC) (RCS: HAF-LGX(A)8001)

11.1. Subject and Purpose. Provides data on war consumables (munitions; tanks, racks, adapters, and pylons (TRAP); chaff; guns and gun barrels; etc.) necessary for calculating wartime requirements and to answer "what if" questions on the support of forces during crisis or planning situations.

11.2. Reference Materials:

11.2.1. AFM 28-6, *Contingency Operations/Mobility Planning and Execution (COMPES).*

11.2.2. AFM 28-740, volume 5, *Contingency Operation/Mobility Planning and Execution System (COMPES) Logistics Module-Base Level (LOGMOD-B): A200/ZG, Users Manual.*

11.3. Submitted By. MAJCOMs, CENTAF, and SOUTHAF.

11.4. Submitted To: Action: HQ AFMC WRIGHT-PATTERSON AFB OH// XPOX//

Info:AFCOS WASHINGTON DC//CAT-LRC//

11.5. When Submitted. Submit changes as they occur. Review and update files annually according to table 11.1:

Table 11.1. LOGFAC Report Submission Matrix.

Report File	MAJCOM TO AFMC	AFMC TO HQ USAF
WARCONFAC	22 June	25 June
BASX	15 January	20 February
DODX	15 June	1 July
MISP	15 January	20 February
PARTS	15 June	1 July
WCDO	15 June	1 July

11.6. How Submitted:

11.6.1. Classify according to content.

11.6.2. Transmit using WWMCCS Intercomputer Network (WIN) or AUTODIN.

11.6.3. Use ROUTINE precedence.

11.6.4. Use the ESC C2 designator - Continue reporting, normal.

11.7. Reporting Instructions . Transmit during MINIMIZE**.**

11.8. (Added-AFMC) HQ AFMC/XP-AO is the HQ AFMC OPR for Logistics Feasibility Analysis Capability (LOGFAC) reporting.

Chapter 12

**MEDICAL REPORT FOR EMERGENCIES, DISASTERS AND CONTINGENCIES
(MEDRED-C) (RCS: HAF-SGH(AR)8602)**

12.1. Subject and Purpose. Provides information on USAF Medical Service units' operational readiness status, availability, and or patient care activities for units alerted for contingency operations (actual, exercise, or simulation). Reports applies to medical units influenced by unusual occurrences (e.g., natural disasters or other emergencies).

12.2. References Material. AFI 41-106, *Medical Readiness Planning and Training* (formerly AFR 160-25).

12.3. Submitted By. Medical units (including component medical commanders) with or without air transportable clinic equipment packages.

12.4. Submitted To:

ACTION ADDRESSEES:

Unit's Parent MAJCOM//SG/CAT//

Gaining MAJCOM// SG/CAT//

INFORMATION ADDRESSEES:

HQ USAF WASHINGTON DC//SGXR-MOC//

HQ WASHINGTON DC//MPRC//

AFEOC FT DETRICK //SG//

MAJCOM Alternate HQ

Other addressees as determined by parent and/or gaining MAJCOM contingency reporting

12.5. When Submitted:

12.5.1. Section A (Status Change) (See figure 12.1.).

12.5.1.1. Immediately, but not later than 2 hours after receiving an alert order, a declaration of change in DEFCON, or a subsequent change in alert status.

12.5.1.2. As necessary, to provide a status report on completed actions under a previously declared stage of alert.

12.5.1.3. As directed, by higher headquarters or as dictated by actions required by a particular stage of alert.

12.5.1.4. When a natural disaster or other emergency (e.g., tornado, terrorist bombing, civil disturbance, fire) affects a medical unit's normal operations.

12.5.2. Section B (Deployment). The unit's parent fixed facility submits the report after deployment of a mobility unit or asset. Units without mobility missions do not submit Section B.

12.5.3. Section C (Employment Status):

12.5.3.1. Once operational at employment location.

12.5.3.2. Daily as of 2359 local.

12.5.3.3. Upon a change of 25 percent in any element of the original report.

12.5.3.4. Update status when appropriate or as required.

If the medical unit comes under the influence of an unusual occurrence such as a natural disaster, fire, or bomb explosion. Continue reporting daily until higher headquarters directs.

12.6. How Submitted:

12.6.1. Classify according to content. Mark unclassified reports "FOR OFFICIAL USE ONLY" and transmit Encrypt for Transmission Only (E F T O).

12.6.2. Transmit via AUTODIN.

12.6.3. Transmit during MINIMIZE.

12.6.4. Use the ESC C1 designator - Continue reporting, priority.

12.7. Reporting Instructions. Report each item as a separate line.

Figure 12.1. MEDRED-C Details.

GUIDE FOR MEDRED-C REPORTING

Section A--(Status Change Section)

1. Line A1: Nature and effective date and time of status change.

2. Line A2: Number, name, and location of parent fixed facility and geographical location from which the alerted unit, flight, or element will deploy.

3. Line A3: Identity of facility alerted and/or unit type code (UTC) alerted for deployment.

4. Line A4: Planned employment location and estimated time of arrival (ETA).

5. Line A5: Identification of appropriate OPlan, disaster or Contingency Plan (CONPlan), or operation name.

6. Line A6: Narrative Remarks. Provide as complete a description of the situation and mission to be performed as possible.

Example: Section A--Report

(CLASSIFICATION)/JOPREP JIFFY/OPERATION (OR EXERCISE) NAME

SUBJ: MEDRED-C, SECTION A REPORT

A1. DEPLOYMENT ALERT EFFECTIVE 051500Z APR 92.

A2. 1FW HOSPITAL, LANGLEY AFB VA.

A3. 50-BED ATH, UTCS FFGKA, FFGK2, FFGK4, FFGK5, FFGK6, FFGK7.

A4. RAF MILDENHALL, UK, ETA: 081200Z APR 92.

A5. CINCUSAFE OPLAN 100-75, EAST ANGLIA EARTHQUAKE.

A6. MISSION TO PROVIDE MEDICAL ASSISTANCE TO CASUALTIES IN DISASTER AREA.

Section B--(Deployment Section)

1. Line B1: Number, name, and location of parent fixed facility and geographical location from which the alerted unit, flight, or element was deployed.

2. Line B2: Identify of unit and UTCs deployed.

3. Line B3: Planned employment location of deploying unit and ETA.

4. Line B4: Identification of OPlan, CONPlan, disaster plan, or operation name.

6. Line B6: Narrative Remarks. Make a general assessment of the situation including any deviation from information reported in previous messages or in the normal composition or size of deployed element. Identify anticipated limiting factors.

Example: Section B--Report

(CLASSIFICATION)/JOPREP JIFFY/OPERATION (OR EXERCISE) NAME

SUBJ: MEDRED-C, SECTION B REPORT

B1. 1FW HOSPITAL, LANGLEY AFB VA.

B2. 50-BED ATH (FFGKA, FFGK2, FFGK4, FFGK5).

B3. RAF MILDENHALL, UK, ETA: 081200Z APR 92.

B4. CINCUSAFE 100-75, EAST ANGLIA EARTHQUAKE.

B5. UNIT DEPLOYED 071300Z APR 92.

B6. UNIT TO SUPPORT EAST ANGLIA EARTHQUAKE VICTIMS. UNIT DEPLOYED SHORT TWO AFSC 90250s AND ONE AFSC 9736. HAVE REQUESTED PERSONNEL TO COVER SHORTFALLS THROUGH PERSONNEL CHANNELS.

Section C--(Employment Status and Workload Section)

1. Line C1: Identity and type of unit.

2. Line C2: Report the exact employment location giving the name of the town, military site, state, country, etc.. If not known, indicate distance and direction from nearest town or city.

3. Line C3: Report the time (GMT) and the date the unit attained operational capability.

4. Line C4: Enter total number of physicians present for duty. Enter a slash (/) followed by the total of other medical personnel present for duty.

5. Line C5: Patient Workload Data - Since Last Report. Enter numbers and slashes, as indicated below based on the type of facility:

a. For Second Echelon Medical Treatment Units (2E), Squadron Medical Elements with or without Air Transportable Clinics (ATC), and Clinics (including Residual Medical Clinics): Number returned to duty (RTD), transferred, or expired since last report followed by a double slash (//) and cumulative totals for each category to date. Use a single slash (/) between each category: Example: Medical unit workload was 10 patients RTD/3 patients transferred/2 expired//20 RTD total/34 total transferred/5 total expired. The entry would appear as: *C5. 10/3/2//20/34/5.*

b. For Contingency Hospitals, CONUS Casualty Reception Hospitals (CRH), Air Transportable Hospitals (ATH), Convalescent Care Centers and CONUS Hospitals with expansion bed missions: Beds available, beds Occupied, number admitted, returned to duty, transferred, or expired since last report followed by a double slash (//) Patients Admitted, Returned to Duty, Transferred, and Expired to date. Use single slash (/) between each category. Example: Medical unit had 11 beds available/29 beds occupied/12 patients admitted/48 patients RTD/0 patients transferred/8 patients expired//35 total admissions to date/84 patients total RTD/20 total patients transfers/23total patients expired. The entry would appear as: *C5. 11/29/12/48/0/8//35/84/20/23.*

transferred-in//45 total transfers-out/215 total transfers-in. The entry would appear as: *C5. 250/98/20/60//45/215.*

6. Line C6: Patient Evacuation Summary. For aeromedical staging units, medical facilities operating holding beds for aeromedical evacuation, and aeromedical evacuation control centers (AECC) only. All others will indicate N/A.

a. Evacuated within theater and evacuated to CONUS since last report. Each category is broken down into litter and ambulatory figures using a single slash (/). Use a semi-colon (;) to separate the categories of evacuated within theater from evacuated to CONUS and follow with a double slash (//). Following the (//) provide cumulative figures for each category to date. Example: Medical unit reports 100 litter/500 ambulatory patients evacuated within theater; 98 litter/600 ambulatory patients evacuated to CONUS// 198 total litter/900 total ambulatory patients evacuated within theater; 500 total litter/1000 total ambulatory patients evacuated to CONUS. The entry would appear as: *C6A. 100/500; 98/600//198/900; 500/1000.*

b. Awaiting evacuation within theater and awaiting evacuation to CONUS since last report. Each category is broken down into litter and ambulatory figures using a single slash (/). Use a semi-colon (;) to separate awaiting evacuation within theater from awaiting evacuation to CONUS. Example: Medical unit

reports 230 patients awaiting evacuation within theater, (175litter/55 ambulatory); 145 patients awaiting evacuation to CONUS (120 litter/25 ambulatory). The entry would appear as: *C6B. 175/55; 120/25.*

7. Line C7: Medical Materiel Data. Report only War Reserve Materiel (WRM) stocks (by WRM alphabetical code) that have changed in materiel capability since previous submission of RCS: HAF-SG(SA)7131, WRM Medical Stock Status Report. Use project codes authorized by AFM 300-4, Volume III, ADE ME-178-1X. Follow each line entry by a numerical index from 0 to 100 to denote the percentage of materiel operationally ready.

8. Line C8: Facilities Status. Using a numerical index from 0 to 100, enter a percentage figure which represents usability of the facility. Consider loss of utilities, as well as physical plant.

9. Line C9: Narrative Remarks. Include:

a. Commander's assessment of significant operational constraints.

b. Limiting factors which adversely affect mission accomplishment.

c. Include Date Time Group of messages/requests generated to effect emergency actions such as replacement of personnel, materiel resupply, and blood resupply.

10. Line C10: Use only to indicate a final report.

Example: Section C--Report

(CLASSIFICATION)/JOPREP JIFFY/OPERATION (OR EXERCISE) NAME

SUBJ: MEDRED-C, SECTION C REPORT

C1. 1FW LANGLEY AFB VA/50-BED ATH.

C2. RAF MILDENHALL, UK

C3. ATTAINED OPERATIONAL CAPABILITY 08/0800Z APR 92

C6. N/A

C7. B-78

C8. 100

C9. NARRATIVE REMARKS

C10. (Use only to indicate a final report.)

12.8. Waivers. Waiver authority to change format or combined MEDRED-C data is an overall (combined) wing/group Situational Report (SITREP) is units MAJCOM. If waiver is granted for MEDRED-C data to be combined in the wing/group SITREP, all addressees listed in 12.4. must be forwarded a copy.

12.9. (Added-AFMC) HQ AFMC/SGA is the HQ AFMC OPR for Medical Report for Emergencies, Disasters, and Contingencies (MEDRED-C) reporting.

Chapter 13

EMPLOYMENT OF MILITARY RESOURCES IN NATURAL DISASTER EMERGENCIES WITHIN UNITED STATES, ITS TERRITORIES AND ITS POSSESSIONS (TEMPEST RAPID) (RCS: HAF-XO(AR)9433)

13.1. Subject and Purpose:

13.1. (AFMC) Per conversation between HQ AFMC/DOOC and the AFMAN 10-206 OPR, chapter 13 has been rescinded. However, report requests by civilian authorities for military assistance, or for the use of military resources in the civilian domain via BEELINE IAW rule 14E and include the requirements located in figure 3.3. of the basic manual.

13.1.1. TEMPEST RAPID reporting applies to US Air Force and CAP resources within CONUS. It provides a reporting system for those resources, including aircraft, used emergency relief operations in support of civil authorities.

13.1.2. See AFI 10-802, *Air Force Support During Disasters,* for guidance on committing resources.

13.1.3. Report Categories:

13.1.3.1. TEMPEST RAPID-I--*Natural Disaster Resource Employment Report* notifies Air Force National Security Emergency Preparedness Office (AFNSEP) of support activities.

13.1.3.2. TEMPEST RAPID-II--Natural Disaster Relief Operations Report consolidates information provided in TEMPEST RAPID I reports.

13.1.3.3. TEMPEST RAPID-III--Natural Disaster Relief Final Report summarizes complete support. (Include reimbursable and non-reimbursable resources used, total cost, photographs, and any other significant data.)

13.2. Reference Material. AFI 10-802.

13.3. Submitted By. See table 13.1.

13.4. Submitted To. See tables 13.1 and 13.2.

13.5. When Submitted. See table 13.1.

13.6. How Submitted:

13.6.1. See tables 13.1. and figures 13.1., 13.2., and 13.3.

13.6.2. Use the ESC D designator - Discontinue reporting during emergency conditions.

13.7. Reporting Instructions:

13.7.1. See figure 13.1. for TEMPEST RAPID I and II reports.

13.7.1.1. Make sure the initial report reflects pertinent facts, figures, and other data. Make sure later reports reflect cumulative figures with daily activities.

13.7.1.2. Use the Federal Emergency Management Agency (FEMA) disaster identifying number (DIN) after a Presidential declaration of a major disaster. Enter "NC" after a paragraph number if no change has occurred since the previous report. Use "NA" to indicate that the paragraph is not applicable.

13.7.2. See figures 13.2 and 13.3. for TEMPEST RAPID III report.

Table 13.1. TEMPEST RAPID Reporting Guidance.

	TEMPEST RAPID I	TEMPEST RAPID II	TEMPEST RAPID III
Submitted By:	AF Installation Commander-sCAP-USAF Wing Liaison Officers (See note 1)HQ AMC TACC/CC (See note 2)	AFNSEP (See note 3)	AF Installation Command-ersCAP-USAF Wing Liaison Officers (See note 1)HQ AMC TACC/CC (See note 2)AFNSEP (See note 3)
Submitted To:(Action)	AFNSEP	Continental US Army (CONUSA)	AFNSEPCONUSA (See note 3)
Submitted To:(Info)	Parent MAJCOM Intermediate CommandsHQ CAP-USAF (See note 1)	AFOSCD-FASACC/ XPXAIG 9419COMFORSC OMHQ CAP-USAF (See note 1)	Parent MAJCOMInterme-diate CommandsHQ CAP-USAF (See notes 1 & 3)AFOSCCO-NUSAACC/XP DFAS HQ AFCESA/DXD
When Submitted:	1. Initial reports. Immediately upon commitment of USAF or CAP resources.2. Daily reports - As of 2400L, dispatched to reach AFNSEP by 1200L the next day.3. Interim reports - Anytime situation significantly changes.4. Termination reports -Whenever support is terminated.	Daily, not later than 1600L	Within 10 workdays after mission termination-Within 20 workdays after mission termination
Preferred trans-mission DBOF media(If not available, use most expeditious alternate means.)	AUTODIN or DDN	AUTODIN or DDN	Mail
Minimum Pre-cedence	PRIORITY	PRIORITY	None

	TEMPEST RAPID I	TEMPEST RAPID II	TEMPEST RAPID III
MINIMIZE authorized	Yes	Yes	No
Classification	As required by situation	As required by situation	As required by situation

NOTES:

1. Required only when CAP assets are used.

2. Required only when Defense Budget Operating Fund-Transportation (DBOF-T) assets are used.

3. Submit consolidated report.

Table 13.2. TEMPEST RAPID Organizations.

	DSN Telephone	Commercial Telephone	AUTODIN Message Address	Mailing Address
AFNSEP	572-4342FAX:572-4282	404/752-44342FAX:404-752-4282	AFNSEP FT MCPHERSON GA//	AFNSEPBuilding 128Ft McPherson, GA 30330-5000
AFOSC	227-6103/6104225-7220FAX:224-6062	703-697-6103703-695-7220FAX:703-614-6062	AF OPS SPT CTR WASHINGTON DC//	AF Operations Support Ctr1480 AF PENTAGONWashington, DC 20330-1480
HQ CAP-USAF	493-2452FAX:493-7577	205/953-2452FAX:205-953-7577	HQ CAP-USAF MAXWELL AFB AL//XOX//	HQ CAP-USAF/XOX107 East Selfridge-Maxwell AFB, AL 36112-6207
HQ AMC TACC/CC	576-1706	618-256-1706	HQ AMC TACC SCOTT AFB IL//CC//	HQ AMC TACC/CC402 Scott Dr, Unit 3A1Scott AFB, IL 62225-5302
HQ ACC/XPX	574-5937	804-764-5937	HQ ACC LANGLEY AFB VA//XP//	HQ ACC/XP114 Andrews St, Suite 101Langley AFB, VA 23665-2785
HQ AFCESA/DXD	523-6739FAX:523-6499	904-283-6739FAX:904-283-6499	HQ AFCESA TYNDALL AFB FL//DXD//	HQ AFCESA/DXD139 Barnes Dr, Suite 1Tyndall AFB FL 32403-5219

	DSNTele-phone	Commercial Telephone	AUTODIN Message Address	Mailing Address
DFAS	926-7802	303-676-7802	DFAS-DE LOWRY AFB CO//FYDG//	DFAS-DE/FYDG6760 East Irvington PlaceDenver, CO 80279-7000
COMFOR-SCOM	367-522	404-669-522	COMFORSCOM FT MCPHER-SON GA//AFOP-OCO	COMFORSCOM/ AFOP-OCOFt McPherson, GA 30330-6000

Figure 13.1. TEMPEST RAPID I and II Report Format.

GUIDE FOR TEMPEST RAPID I & II REPORTING

Part One --US Air Force Resources:

1. Narrative statement on the type of disaster/emergency, location, cause, extent of damage to civil and military property, and estimated duration of military participation in disaster/emergency relief operations. Include the appropriate US Air Force mission designator (MD) issued by AFNSEP and FEMA DIN, if issued.

2. Availability of state resources and extent of utilization.

3. Source and time of requests for assistance. Show full names, official titles, and addresses of requesting officials.

4. Number of casualties of military and DoD civilian personnel.

5. US Air Force resources committed (except aircraft).

a. Chronological narrative summary indicating types of US Air Force support and general types of resources used.

b. Peak number of US Air Force personnel (military and civilian) employed in disaster/emergency relief operations.

c. Amount and types of equipment items used in operations.

d. Quantities and types of supplies provided.

e. Name, rank, and telephone number of point of contact at AFNSEP.

f. State whether US Air Force public information personnel are at disaster/emergency scene.

6. US Air Force Aircraft Operations:

a. Types of missions.

b. Number and type of aircraft and number of sorties and hours flown. (Include daily totals in the initial report. Include daily and cumulative totals in later reports.)

c. Total airlifted passengers, by job specialties, military and civilian.

d. Total cargo by type and weight, and number for each type.

e. All pertinent information regarding special aircraft operations, such as aerial spray, aeromedical evacuation, aerial reconnaissance, air rescue, etc.

Part Two--CAP Resources:

1. Narrative statement on the type of disaster/emergency, location, cause, extent of damage to civil and military property, and estimated duration of CAP participation in disaster/emergency relief operations. Include the appropriate US Air Force MD issued by AFNSEP and FEMA DIN, if issued.

2. Source and time of request for assistance. Include requester's full name, official position, and address.

3. Casualties and fatalities of CAP personnel.

4. Types of missions.

5. Peak number of CAP members committed.

6. Number of CAP aircraft committed. Identify whether member-owned or corporate-owned aircraft.

7. Number of missions and hours flown. (Include daily totals in the initial report. Include daily and cumulative totals in later reports.)

8. Number of CAP fixed communications stations committed.

9. Other CAP equipment committed by type and amount.

10. Remarks. Identify operational highlights, unusual actions or occurrences, or other events of interest. Specifically discuss CAP casualties or damage to CAP facilities as a result of the disaster/emergency or participation in the relief/support effort. Include date and time CAP assistance was terminated.

Figure 13.2. TEMPEST RAPID III Report Format.

<div align="center">

Summary of USAF and CAP Support

</div>

1. This report is a narrative format which includes, as a minimum, comments on the following topics. If photographs of Air Force assistance are available include them with the report. Include captions, dates, identity of locations, and activity taking place on each photograph.

2. Indicate location, cause, and duration of the disaster. If applicable, provide an estimate of damages to civil and military properties. Include the Air Force MD and FEMA DIN, as appropriate.

3. Include the name of individual and the exact time and date of the initial request for assistance. If the request was from a civil official, state official position.

4. Provide a chronological summary of principal Air Force or CAP actions, beginning with the employment of the initial force in relief operations. This summary should show the type forces, equipment, and supplies used, together with aircraft operations including number/type aircraft, the number of sorties, and hours flown.

5. Include highlights of the operation, outstanding support rendered, unusual actions or occurrences, or other events of interest.

6. State whether any damage to Air Force facilities, or any Air Force casualties resulted from either the disaster or emergency or participation in the relief operations.

7. Include a discussion of specific problem areas encountered and actions recommended to preclude their occurrence in the future. Include any recommendations as to ways of improving the procedures or systems used in relief operations.

Figure 13.3. Preliminary Estimate of Expenses Format.

Preliminary Estimate of Expenses Incurred in Disaster Relief Operations

by_____

                              (Unit)

Air Force Mission Designator and/or FEMA identifying number for disaster:
_____

Dates from_____to _____inclusive.

AIR FORCE (ACTIVE AND RESERVE) AND CIVIL AIR PATROL

ExpensesReimbursable Non-reimbursable TOTAL

Non-Airlift Resource:

DBOF-T:

Non ASIF:

NOTE: The above format is required as part of the TEMPEST RAPID III report. It does not apply to TEMPEST RAPID I and II reports.

Chapter 14 (ADDED-AFMC)

NON-SORTS UTC SITREP
(RCS: MTC-XP(A&AR) 9301)

14.1.   (Added-AFMC) Subject and Purpose: The Non-Status of Resources and Training Systems (NON-SORTS) Unit Type Code (UTC) Situation Report (SITREP) provides a readiness status of AFMC WMP-3 UTCs. The customers of this report are the AFMC Headquarters functional and deployment managers. This report is an AFMC unique report that provides AFMC functional managers with a means of addressing UTC deficiencies and resolving functional issues.

14.2.   (Added-AFMC) Reference Materials.   None.

14.3.   (Added-AFMC) Submitted By: Units tasked with deployable, NON-SORTS reportable UTCs (as tasked in the AFMC WMP-3) will prepare their reports and provide them to the center plans office for review and consolidation. It remains the tasked unit commander's responsibility to ensure the content of the report is accurate and they are prepared in a timely manner.

   14.3.1.   (Added-AFMC) Report Responsibility.   The center plans office will ensure all reports are prepared by the units, consolidated whenever possible, and submitted to HQ AFMC. The following exceptions apply: At Los Angeles AFB and Arnold AFB, the Director of Operations office will consolidate and submit the report. The base level office will ensure a monthly report is submitted to AFMC/XP-AO when UTCs are less than green in status. The AFMC/XP-AO office will compile and submit report for HQ AFMC/CC approval as required.

14.4.   (Added-AFMC) Submitted To: During normal operations, center plans personnel will review, consolidate, and submit the report to AFMC/XP-AO and the applicable functional area. During crisis/contingency conditions, the report is consolidated and submitted by the center battle staff to HQ AFMC/BS/CODAT.

14.5.   (Added-AFMC) When Submitted: Annually, as of 1 January each year. Additionally, follow-up reports are required monthly for all UTCs reporting measured areas below code **GREEN**. Significant changes during crisis/contingencies will be reported immediately.

14.6.   (Added-AFMC) How Submitted.

   14.6.1.   (Added-AFMC) Numbering. The initial January report will be numbered 001. Subsequent reports will be numbered sequentially (i.e., 002, 003, etc.). At the annual review in January of the following year, start the numbering at 001.

   14.6.2. (Added-AFMC) Classification. Reports will be classified a minimum of CONFIDENTIAL, when less than green. Code green reports without remarks may be UNCLASSIFIED.

   14.6.3. (Added-AFMC) Method of Transmission.

      14.6.3.1. (Added-AFMC) Normal Operations. The medium for transmission of AFMC NON-SORTS UTC SITREPs during normal operations is via GCCS Newsgroup afmc.local.NONsortsNON.

14.6.3.2. (Added-AFMC) Backup Operations. When it is known that the GCCS will be unavailable for an extended period of time, use of the DDN communication system is authorized. Continue reporting during MINIMIZE.

14.7. (Added-AFMC) Reporting Instructions. PART 1. UTC Status. List the organization unit identification code (UIC), the tasked NON-SORTS reportable UTC, the team number (even if only one team), and the appropriate color code for each measured area (personnel, training, equipment, and commander's overall assessment). Use of Microsoft Excel is recommended and an example follows.

14.8. (Added-AFMC) Maintenance of Reports. Maintain reports IAW AFMAN 37-139, Records Disposition Schedule.

Figure 14.1.   (Added-AFMC) Sample NON-SORTS-SITREP Report in Excel Format.

1. THE FOLLOWING IS THE NON-SORTS UTC SITREP, RCS; MTC-XP(A&AR)93 FOR XXXXXXXXX BASE									
DATE 30 JUL 99									
	TASKED			TM	TM	PEOPLE	TRAIN	EQUIP	REMARKS/
BASE	UNIT	UIC	UTC	#	Composition	STATUS	STATUS	STATUS	EST.GET WELL
	PK	FF9HZ0	XFFK6	1	1				
	HC	FFB180	XFFC5	1	1				
	FM	FFB4G0	XFFA4	1	1				
	PA	FFB4G0	XFFG6	1	1				
	PA	FFB4G0	XFFG7	1	1				

 A. PART 1/UTC STATUS/XFFK6/1/XXXXXX/XX/XX/
XXXXXX//
 PART 2/REMARKS/UTC XFFK6,
TEAM 1
B. PART 1/UTC STATUS/XFFC5/1/XXXXX/XXX/
XXX/XXXXX//
 PART 2/REMARKS/UTC XFFC5,
TEAM 1.
C. PART 1/UTC STATUS/XFFA4/1/XXXXX/XXXXX/XXX/
XXXXX//
 PART 2/REMARKS/UTC
XFFA4,
D. PART 1/UTC STATUS/XFFG6/1/XXXXX/XXXXX/XXXX/
XXXXX//

 PART 2/REMARKS/UTC XFFG6.
TEAM 1.

C. PART 1/UTC STATUS/XFFG7/1/XXXXX/XXXXX/
XXXX/XXXXX//
 PART 2/REMARKS/UTC XFFG7. TEAM 1.

2. FOR FURTHER INFORMATION PLEASE
CONTACT John Doe, DSN XXX-XXXX, OR
Kathy Doe, DSN XXX-XXXX

14.9.   (Added-AFMC) Color Code. Color codes indicate a unit's capability to support contingency taskings. Commanders subjectively determine their units' capability and associated color code.

- **GREEN.** The unit has all resources required to provide the tasked reportable UTC. The available personnel meet or exceed the UTC's required personnel in AFSC, grade, and skill level; all personnel are fully trained; and all required equipment is operational. The unit has no deficiencies that would affect the employment of the UTC.

- **YELLOW.** The unit has most of the resources required to provide the tasked reportable UTC. The unit has minor deficiencies in personnel or equipment or both that would only minimally affect the capability of the UTC if employed. Personnel and/or equipment identified as critical are available, trained, and fully operational.

- **ORANGE.** The unit has some of the resources required to provide the tasked reportable UTC. Some personnel are not available or significant AFSC, grade, or skill level substitution is required (including critical positions); only some of the personnel are fully trained; and some of the equipment is either not available or is inoperable. Overall, the unit has deficiencies that affect the ability to employ the UTC as designed. Only portions of the UTC's required capability are supportable.

- **RED.** The unit has few/none of the resources required to provide the tasked reportable UTC. The required personnel are not available or of the wrong AFSC, grade, or skill level; the personnel are not trained to accomplish the UTC's employment mission; and/or the required equipment is not available or is inoperable. Deficiencies seriously degrade the tasked UTC to the point it could not perform any of its specified missions if employed.

14.10.   (Added-AFMC) Report OPR. HQ AFMC/XP-AO.

Figure 14.2.   (Added-AFMC) Sample NON-SORTS UTC SITREP.

FROM: 46WS EGLIN AFB FL

TO: HQ AFMC WRIGHT PATTERSON AFB OH//BS/XPAO/DOW//

 UNCLASSIFIED

 MSGID/NON-SORTS UTC SITREP/RCS:MTC-XP(A&AR)9301/46WS/001/JAN/96//

PERID/FROM: JAN 95/TO: JAN 96/AS OF: 0001Z//

GENTEXT/GENERAL//

PART 1/UTC STATUS/FFFLLO/XWQAB/1/GREEN/GREEN/GREEN/GREEN//

> **Remember. You must have a Part 1 & 2 for each TEAM.**

PART 2/REMARKS/NONE

Chapter 15 (ADDED-AFMC)

AIR TERMINAL/AERIAL PORT OF EMBARKATION (APOE) DAILY STATUS REPORT
(RCS: MTC-LG(AR)8152)

15.1.   (Added-AFMC)   This report is normally generated during crisis management situations and processed through the activated AFMC Battle Staff. This report provides AFMC with air terminal/aerial port capabilities, limitations, and cargo backlogs to help the AFMC Battle Staff/LGT personnel manage resources to meet the crisis. When directed by AFMC/LGT, this report is also forwarded to HQ AMC/TACC.   HQ AFMC uses this information for the management of the AFMC elements of the air terminal/aerial port infrastructure. AMC also uses this information in managing the strategic airlift system.

15.2.   (Added-AFMC) Reference Materials. None.

15.3.   (Added-AFMC) Submitted By:

72 ABW/LG	77 ABW/LGT	95ABW/LGT
75 ABW/LGT	78 TRANS/LGT	96ABW/LGT
76 ABW/LGT	88 ABW/LGT	377TRNS/LGT

15.4.   (Added-AFMC) Submitted To:

Action: HQ AFMC WRIGHT-PATTERSON AFB OH//LGT//

Info: (when directed by AFMC/LGT):

HQ AMC TACC SCOTT AFB IL//XOGX//

15.5.   (Added-AFMC) When Submitted.

15.5.1.   (Added-AFMC) Initial Report. Upon request from HQ AFMC/LGT.

15.5.2.   (Added-AFMC) Subsequent Reports. Unless otherwise directed by AFMC/LGT submit subsequent reports daily.

15.5.3.   (Added-AFMC)   Information copies will be forwarded to HQ AMC/TACC when directed by AFMC/LGT.

15.5.4.   (Added-AFMC) Each air terminal will submit reports as of 2400Z to arrive at HQ AFMC/BS/LG not later than 0300Z.

15.6.   (Added-AFMC) How Submitted:

15.6.1.   (Added-AFMC) Numbering. Reports will be numbered sequentially.

15.6.2.   **(Added-AFMC)** Classify according to content.

15.6.3.   (Added-AFMC) Methods of Transmission.   If unclassified, Primary: Email to jerry.riffe@wpafb.af.mil and also to Section Chief of AFMC/LGTT-R (if you don't know who this is, call DSN 787-7519 and inquire). Secondary: AUTODIN (IMMEDIATE precedence). If classified, Primary: AFMC/

LGXX classified email (SIPRNET) to fl9lgigj@afmc.wrightpatterson.af.smil.mil. Secondary: classified AUTODIN (IMMEDIATE precedence).

15.6.4.   (Added-AFMC) Use the ESC C1 designator - Continue reporting, priority precedence. Continue reporting during MINIMIZE.

15.7.   (Added-AFMC) Reporting Instructions. The report is broken out into modules. Each module contains different data elements. The crisis situation and operation objective will dictate which modules are appropriate to report.

15.7.1.   (Added-AFMC) Module 6, Section A, AMC Movement Ready Cargo, includes cargo already palletized and movement ready for strategic airlift. This may include cargo that does not comprise complete aircraft loads. Include destination only if known. Destination applies to complete aircraft loads. Also, identify any length/width/ height restrictions that will restrict loading to a particular type aircraft. Explanation of elements:

15.7.1.1.   (Added-AFMC) # AMC PLTS/STONS/DEST/. This identifies the number pallets compatible with AMC aircraft, e.g., C-130s, C-17, etc.

15.7.1.2.   (Added-AFMC) NBCRAF PLTS/STONS/DEST/. This identifies the number of pallets compatible with Narrow Body CRAF, e.g., DC-8, B707, etc. Double counting is allowed. The same pallets compatible with C-130s/C-141s may also be compatible with Narrow Body CRAF.

15.7.1.3.   (Added-AFMC) # OUTSIZED PLTS/STONS/DEST/. Out-sized cargo refers to cargo that exceeds 1,090" X 117" X 105", that is, too large for C-130/C-141 aircraft.

15.7.1.4.   (Added-AFMC) # PLT TRAINS (# PLTS EA)/STONS/ DEST/. Number of pallet trains (with number of pallets each). Short tons equal the total number of short tons for all pallet trains.

15.7.1.5.   (Added-AFMC) ROLLING STOCK STONS/DEST/. Reflect only the short tons of rolling stock and the destination, if known.

15.7.2.   (Added-AFMC) Module 6, Section K, AMC Non-unit Cargo Channel Backlog Summary (short tons), applies only to terminals assigned as common-user non-unit APOEs. It does not apply to terminals operating as AMC departure airfields for the movement of unit personnel or cargo. Identify length/width/height restrictions that will restrict loading to a particular type aircraft.

15.7.3.   (Added-AFMC) Module 7, LIMFACS/REMARKS (classified per the releaser's discretion) include:

15.7.3.1.   (Added-AFMC) The number of parking spots for Class A munitions.

15.7.3.2.   (Added-AFMC) The net explosive weight (NEW) restrictions per spot.

15.7.3.3.   (Added-AFMC) Other factors, such as manpower limitation, airfield restrictions, equipment constraints. Equipment constraints should include problem, action taken to expedite repair and the estimated time in commission (ETIC) when equipment is down, and other factors that impair the terminals' ability to support its mission.

15.8.   (Added-AFMC) Report OPR is HQ AFMC/LGT.

15.9.   (Added-AFMC) Maintenance of Reports. Maintain reports IAW AFMAN 37-139, Records Disposition Schedule.

Figure 15.1. (Added)   Sample APOE Daily Status Report.

FROM: *Reporting Organization*

TO: HQ AFMC COMMAND CENTER WRIGHT PATTERSON AFB OH//BS/LGT//

UNCLASSIFIED

MSGID/GENADMIN/Originator//

SUBJ/AIR TERMINAL/APOE STATUS REPORT/RCS: MTC-LG(AR)8152//

POC/*Originator-Contact Name/Rank-Position/DSN Number*//

RMKS/

MODULE 1. MHE/SPECIAL PURPOSE VEHICLES:EQUIPMENT TYPE/ON STATION/IN-COMMISSION

    60K LOADER/0/0

    40K LOADER/6/4

    25K LOADER/3/3

   10K FORKLIFT/12/10

   4K FORKLIFT/5/6

 of ten short tons.)

B. UNIT PASSENGERS ON-HAND (# UNIT PASSENGERS)/35

C. AMC WORKLOAD AIRLIFTED (LAST 24 HOURS/CUMULATIVE FROM C-DAY)

    SHORT TONS NONUNIT CARGO/48/214

    SHORT TONS UNIT CARGO/6/72

   # UNIT PASSENGERS/54/354

D. KNOWN SCHEDULED AMC MISSIONS (TYPE AIRCRAFT/NUMBER MISSIONS)

    C-141/3

    C-5/1

    DC-8/8

E. AMC NON-UNIT CARGO CHANNEL BACKLOG SUMMARY (SHORT TONS)

APOD/UNPALLETIZED/PALLETIZED

   AOR/73/42

   NON-AOR/14/39

MODULE 7. LIMFACS/REMARKS (classified per releaser's discretion)//

       MARVIN R. ESMOND, Lt General, USAF
       DCS/Air and Space Operations

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

Instructions

AFI 10-201, *Status of Resources and Training System (SORTS)*

AFI 10-401, *Operation Plan and Concept Plan Development and Implementation*

AFI 10-802, *Military Support to Civil Authority*

AFI 10-803, *Military Support to Civil Authorities*

AFI 16-701*, Special Access Programs*

AFI 21-102, *Depot Maintenance Management*

AFI 23-201, *Fuels Management*

AFI 25-101, *War Reserve Material (WRM) Program, Guidance and Procedures*

AFI 31-401, *Information Security Program Management*

AFI 32-4001, *Disaster Preparedness Planning and Operations*

AFI 37-124, *Management and Control of Information Reports Requirements*

AFI 41-106, *Medical Readiness Planning and Training*

AFI 91-204, *Investigating and Reporting Mishaps*

Manuals

AFM 28-6, *Contingency Operations/Mobility Planning and Execution (COMPES)*

AFM 28-626, *Functional User Support Manual for the Contingency Operation/Mobility Planning and Execution System (COMPES) MAJCOM Level Manpower/Personnel (MANPER) Module, Users Manual*

AFM 28-740, Volume 1, *War Planning, Functional User Support Manual for the Contingency Operation/Mobility Planning and Execution System (COMPES) Base Level Manpower/Personnel (MANPER-B: Module)*

AFM 28-740, Volume 2, *Contingency Operation/Mobility Planning and Execution System (COMPES) Logistics Module-Base Level (LOGMOD-B): A200/ZG, Users Manual*

AFM 28-740, Volume 3, *Contingency Operation/Mobility Planning and Execution System (COMPES), Logistics Module-Major Command (LOGMOD-M),Logistics Force Packaging (LOGDET) Subsystem; A200/ZG, Users Manual*

AFM 28-740, Volume 5, *Contingency Operation/Mobility Planning and Execution System (COMPES), Logistics Feasibility, Logistics Analysis Capability (LOGFAC) Subsystem; A200S/ZU, Users Manual*

Joint Army, Navy, Air Force Publication

MIL-STD 6040/CJCSM 6120.05/JIEO/Circ 9152

AFPAM 10-709

Abbreviations and Acronyms

ACC—Air Combat Command

AFEOC—Air Force Emergency Operations Center

AFMC—Air Force Materiel Command

AFNSEP—Air Force National Security Emergency Preparedness

AFOREPS—Air Force Operational Reporting System

AFOC—Air Force Operations Center

AFRC—Air Force Reserve Command

AFSA—Air Force Safety Agency

AMC—Air Mobility Command

AMREP—Aircraft/Missile Maintenance Compression Report

ANG—Air National Guard

AOR—Area of Responsibility

ARC—Air Reserve Component

AUTODIN—Automated Digital Network

CAP—Civil Air Patrol

CAT—Crisis Action Team

CHOP—Change of Operational Control

CJCSM—Chairman, Joint Chiefs of Staff Manual

CMSAF—Chief Master Sergeant of the Air Force

COMPES—Contingency Operation/Mobility Planning and Execution System

CONPlan—Concept Plan

CONR—CONUS NORAD Region

CONUS—Continental United States

COOP—Continuity of Operations

CPX—Command Post Exercise

CSAF—Chief of Staff, USAF

DAF—Department of the Air Force

DBOF-T—Defense Budget Operating Fund Transportation

DEFCON—Defense Readiness Condition

DIN—Disaster Identification Number

DoD—Department of Defense

DRU—Direct Reporting Unit

DUSTWUN—Duty Status Whereabouts Unknown

ESC—Emergency Status Codes

FOA—Field Operating Agency

GCCS—Global Command Control System

GENADMIN—General Administration

GENTEXT—General Text

GO—General Officer

JANAP—Joint Army, Navy, Air Force Publication

JCS—Joint Chiefs of Staff

JOPREP JIFFY—Flagword identifying electrically transmitted command post to command post messages

LERTCON—Alert Condition

LOGDET—Logistics Force Packaging Subsystem

LOGMOD—Logistics Module Major Command (M), Base Level (B)

LOSREP—Aircrew/Aircraft Loss Report

LRC—Logistics Readiness Center

MAJCOM—Major Command

MANFOR—Manpower Force Packaging Subsystem

MANPER—Manpower and Personnel System, MANPERH/F (HQ USAF), M (MAJCOM), I (INTERMEDIATE), B (BASE)

MD—Mission Designator

MEDREDC—Medical Report for Emergencies, Disasters, and Contingencies

MPF—Military Personnel Flight

MPRC—Manpower and Personnel Readiness Center

NAF—Numbered Air Force

NMCC—National Military Command Center

NSN—National Stock Number

OPLAN—Operation Plan

OPREP3—Operational Event/Incident Report

RCS—Reports Control Symbol

REPOL—Bulk Petroleum Contingency Report

SAP—Special Access Programs

SITREP—Commander's Situation Report

SORTS—Status of Resources and Training System

SSN—Social Security Number

SSO—Special Security Office

TEMPEST RAPID—Employment of Military Resources in Natural Disaster Emergencies within CONUS, Puerto Rico, Virgin Islands, PACAF AOR, Alaska, and Hawaii

TDY—Temporary Duty

UTC—Unit Type Code

Attachment 2

IC 97-1 TO AFMAN 10-206, OPERATIONAL REPORTING

SUMMARY OF REVISIONS

Interim change (IC) 97-1 corrects a discrepancy in nuclear related PINNACLE reporting procedures between AFMAN 10-206 and CJCSI 3150.03, Joint Reporting Structure Event and Incident Reports.

3.6.1.Air Force units will submit voice reports to the appropriate command center via telephone conference. Normal conference procedures will be unit to MAJCOM to AFOC for BEELINE or Service-level reports (Bent Spear and Faded Giant). Additional conferees will be added as appropriate.

3.6.1.1.Nuclear related reports (PINNACLE) will be immediately voice reported to the NMCC. To contact the NMCC use DSN 851-3840 (primary) or DSN 227-6340 (secondary). Intermediate command centers will be conferenced if time permits and only if it does not cause a delay in the reporting to the NMCC.

Attachment 3

IC 99-1 TO AFMAN 10-206, OPERATIONAL REPORTS

SUMMARY OF REVISIONS

This change clarifies the reporting responsibilities of tenant and host wing commanders. It also clarifies the definition of commander for reporting purposes. It adds Crescent Edge Reporting procedures, adds weather reporting guidance, adds communications and computer events reporting, and updates the OPREP-3 reporting matrix. In addition it modifies chapters **Chapter 4**, **Chapter 6**, **Chapter 8**, **Chapter 9**, **Chapter 12**, and **Attachment 1** to reflect new AF guidance.

1.3.1. The commander, whose organization operates the command post, is responsible for timely and accurate reporting for all assigned or attached units, as well as units staging through their facilities or installations.

1.3.2. The commander, whose organization operates the installation command post, will ensure base units' reports are sent to their proper headquarters.

1.3.2.1. The commander, whose organization operates the installation command post, will develop procedures to ensure timely submission of tenant unit reports.

1.3.2.1.1. The installation command post will submit **ALL** OPREP-3 reports, including PINNACLE, BEELINE, and HOMELINE reports. This includes reports involving tenant unit assets.

1.3.2.1.2. Commanders of tenant units which belong to a MAJCOM other than the MAJCOM which owns the installation command post, have the sole authority to determine whether an incident or event occurring within their unit meets their MAJCOM's OPREP-3 HOMELINE reporting criteria. Tenant unit commanders have the sole responsibility for determining whether to report the incident. This decision will be made IAW their MAJCOMs guidance for HOMELINE reporting. The installation commander has final approval authority for all other OPREP-3 reports.

1.3.2.1.2.1. The tenant unit commander will, establish procedures to immediately notify the installation command post when an incident is determined to meet HOMELINE reporting criteria. The installation command post will submit the voice and record copy report. AMC units operating an AMCC will NOT submit OPREP-3 reports.

1.3.2.1.2.2. The installation command post will notify their commander of the situation and that an OPREP-3 HOMELINE report is being submitted in accordance with the tenant unit's reporting criteria.

1.3.2.1.3. The installation commander, or the commander, whose organization operates the installation command post, will not interfere with the tenant unit commander's decision to submit a HOMELINE report.

1.3.2.1.3.1. The installation commander, or commander whose organization owns the command post, will not alter the tenant unit commander's report, nor will the report be delayed for "consultations.

1.3.2.1.4. The installation commander will be notified of a tenant unit's HOMELINE report to comply with standard protocol and to ensure he or she is aware of events occurring on his or her installation.

1.3.2.1.5. Installation and tenant unit commanders will develop procedures to ensure OPREP-3 BEE-LINE and PINNACLE reports are fully coordinated with the installation commander, and other affected commanders, prior to submitting the report.

1.3.3. MAJCOM, direct reporting units (DRUs), United States Air Force Reserve (USAFR), and Air National Guard (ANG) personnel develop instructions to implement this manual to ensure timely, accurate information reporting.

1.3.4. The commanders of the air components of unified or specified commands, or JTFs, will include HQ USAF as an action addressee on Air Force operational reports.

1.4.2. Emergency Status Codes (ESC). These codes serve as a guide for reporting under emergency conditions. Each chapter reflects the ESC assigned to required report. AFI 37-124, *Management and Control of Information Reports' Requirements* (formerly AFR 4-38) prescribes ESC.

1.4.2.1. C1 - Continue reporting, priority. Submit data requirements assigned this category as pre-scribed or by any means to ensure arrival on the established due dates.

1.4.2.2. C2 - Continue reporting, normal. Submit data requirements in this category as prescribed, or as soon as possible after submission of priority reports.

1.4.2.3. C3 - Continue reporting, delayed. Submit data requirements as prescribed, but they may be delayed to allow the submission of higher precedence reports. Submit by non-electronic means if possible.

1.4.2.4. D - Discontinue reporting. Immediately discontinue reporting data requirements.

2.1.2. Classify reports containing:

2.1.2.1. Information on a combat loss or damage or discussing combat mission results a minimum of SECRET.

2.1.2.2. A complete inventory of nuclear weapons of one or more units a minimum of SECRET.

2.1.2.3. Information on the deployment of combat aircraft, units, or personnel according to the appropriate deployment plans.

2.1.2.4. Unit names and locations associated with a plan according to security instructions

3.3.1. PINNACLE *(OPREP-3P)* reports provide information to the National Command Authorities, National Military Command Center (NMCC), and appropriate commanders on any incident or event of national level interest which does not require notification using other OPREP-3 reports. This report is not restricted to operational information and covers a wide range of occurrences with actual or potential international repercussions or which could seriously change current operations. Consider an event or incident reportable if it:

3.3.1.1. Generates a higher level of military action

3.3.1.2. Causes a national reaction

3.3.1.3. Affects international relationships

3.3.1.4. Causes immediate widespread coverage in news media

3.3.1.5. Is clearly against the national interest

3.3.1.6. Affects current national policy

3.3.2. *PINNACLE NUCFLASH (OPREP-3PNF)* reports the actual or possible detonation of a nuclear weapon which risks the outbreak of nuclear war. This report has the highest precedence in the OPREP-3 reporting structure. Report any of the following:

3.3.2.1. Accidental, unauthorized, or unexplained nuclear detonation or possible detonation.

3.3.2.2. Accidental or unauthorized launch of a nuclear-armed or nuclear-capable missile in the direction of, or having the capability to reach another nuclear-capable country.

3.3.2.3. Unauthorized flight of, or deviation from, an approved flight plan by a nuclear armed or nuclear-capable aircraft with the capability to penetrate the airspace of another nuclear-capable country.

3.3.2.4. Detection of unidentified objects by a missile warning system or interference (experienced by such a system or related communications) that appears threatening and could create a risk of nuclear war.

3.3.4. ***PINNACLE BROKEN ARROW (OPREP-3PBA)*** reports an accidental event involving nuclear weapons or nuclear components but does not create the risk of nuclear war. Report the following

3.3.4.1. Nuclear detonation

3.3.4.2. Non-nuclear detonation or burning of a nuclear weapon

3.3.4.3. Radioactive contamination

3.3.4.4. Jettisoning of a nuclear weapon or nuclear component

3.3.4.5. Public hazard, actual or implied

3.3.12. OPREP-3 CRESCENT EDGE (OPREP-3CE). Used to immediately notify NMCC, AFOC, or MAJCOMs via secure communications of significant activities involving Special Access Programs (SAPs) operating under the auspices of AFI 16-701. Affected unit command posts will submit voice reports by secure means directly to the appropriate level (i.e. AFOC for BEELINE reports) and back brief intermediate commands as appropriate.

3.3.12.1. Subject and Purpose. The Crescent Edge Report allows units operating SAPs to use the operational reporting channel to advise their program managers of events or incidents that meet OPREP-3 reporting criteria. The Crescent Edge Report is the single reporting channel for all SAP units reporting incidents to higher headquarters. Crescent Edge Reports will be forwarded through command post channels to MAJCOM Command Centers, AFOC, and NMCC as required.

3.3.12.2. Include the following information in the report: The time the unit initiated the report, the name, phone number, and office symbol of both the person initiating the report and the POC at higher headquarters.

3.3.12.3. The unit with the SAP, not the command post, initiates crescent Edge reports. The initiating unit will notify the command post they have a report. The command post will assign a report number and send the report up the chain to the appropriate level. No other action is required by the command post.

3.3.12.4. A Crescent Edge Report will be submitted when an authorized individual from the SAP unit determines an incident meets reporting criteria as established in TABLE 3.1. The reporting unit will determine the level the report will be submitted to.

3.3.12.4.1. It is the unit's responsibility, not the command post or Wing Commander's, to determine the level of the report.

3.3.12.4.2. The parent MAJCOM, AFOC, and NMCC (as appropriate) are the only addressees permitted on record Crescent Edge reports.

3.3.12.5. Command post controllers will submit voice and record copy reports. Controllers will use the format at FIGURE 3.7. The format includes only originator and personal notification requests. No program names or incident details will be included, and command post personnel will not press for details.

3.3.12.5.1. The Crescent Edge report is unclassified but voice notifications will be made using secure telephones. Record copy reports will be transmitted Encrypt for Transmission Only (EFTO) using FLASH or IMMEDIATE precedence.

3.4. The OPREP-3 Reports Matrix (Table 3.1) is a quick reference guide to assist users in determining the type of report to submit. **The matrix provides broad guidance and is not all-inclusive.** Judgement on the part of local commanders is essential to proper reporting. Base the level of the report on whether or not the event or incident will attract national level interest (PINNACLE) or is only of interest to HQ USAF (BEELINE) or a MAJCOM (HOMELINE). Refer to Figures 3.1, 3.2, 3.3, 3.4, and 3.5 for additional guidance for report content

Table 3.1. Objective Event/Incident Reporting Criteria.

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
1	AIRCRAFT (Including Unmanned Aerial Vehicles) AND MISSILE EVENTS				
1A	Aircraft Mishap	Any aircraft mishap involving civilian casualties or damage to civilian property.	PINNACLE	Refer to AFI 91-204, *Safety Investigation and Reports.*	1, 2, 3, 4, 7, 12, 15, 18, 20, 21, 31
1B	Aircraft Mishap Class A or B	Class A:a. Aircraft Destroyedb. Damage of One million dollars or more.c. Mishap resulting in a fatality.Class B:Damage of $200,000 but less than $1,000,000	BEELINE	Submit follow-up reports IAW Para 3.10. Also refer to AFI 91-204, *Safety Investigation and Reports.*	1, 3, 7, 11, 12, 15, 18, 20, 31.Info: 4, 21

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
1C	Aircraft Evacuation	Aircraft evacuated to one or more refuge bases for reasons other than weather or natural disasters.	BEELINE	Submit initial report upon decision to evacuate (include reason); submit updates at each evacuation stage; submit a final report when all aircraft have returned to home station.	1, 3, 12, 18, 20 Info: 4, 21
1D	Aircraft Grounding	Any locally or command-directed grounding, stand down, or restriction from flying affecting active inventory aircraft.	BEELINE		1, 3, 31
1E	Aircraft Hijacking	The forcible, unauthorized seizure of any Air Force aircraft or commercial aircraft on a military installation.	PINNACLE	If aircraft is nuclear-armed, submit as an EMPTY QUIVER.	1, 2, 12, 18 EMPTY QUIVER: Add: 3, 8, 9, 10, 11, 15, 16
1F	Aircraft Midair Collision or Near Miss	Any unintentional contact or near contact involving military to military or military to civilian aircraft.	BEELINE or PINNACLE	Report as PINNACLE only if civilian aircraft are involved.	1, 4, 5, 8, 11, 15, 31 Pinnacle: Add 2
1G	Overdue or Missing Aircraft	Any Air Force aircraft reported missing or which has not been located following an extended communications search.	BEELINE	AFI 13-202	1, 4, 7, 12, 18, 20 Info: 31
1H	Reconnaissance Incident, Aircraft, Aerospace	Incidents involving airborne or orbital reconnaissance activities.	PINNACLE		1, 2, 3

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
1I	Missile Mishap	Any ground or air-launched conventional missile mishap involving Air Force resources or personnel or occurring while under Air Force control or jurisdiction.	PINNACLE		1, 2, 3, 4, 15
1J	Space Incidents	Incidents involving Special Access Programs (SAPs)	PINNACLE or BEELINE	Ref Para 3.3.12 and AFI 16-701, *Special Access Programs*	1, 2
1K	Cargo Jettisoning or Dropped Object	Objects dropped from Air Force aircraft if casualties, property damage, or adverse publicity is likely.	BEELINE	Comply with AFI 91-204.	1, 32, 33
1L	New Weapon System	Any event/incident involving a new weapon system if the system is either controversial or receiving significant congressional interest.	PINNACLE or BEELINE	Comply with AFI 91-204.	1, 3, 7, 11, 15, 18, 20, 31Info: 4, 21
1M	Aircraft Interest of Safety	Applies to any single engine aircraft that experiences engine flameout or loss of power to sustain flight.	BEELINE		1, 4Info: 21
1N	Search and Rescue	USAF search and rescue operations in foreign countries, or if the event may attract media interest.	PINNACLE	Submit a BEELINE report if, search and rescue not conducted in a foreign country, but media attention is anticipated	1, 2, 4, 7, 20
2	SPACE SYSTEMS EVENTS				

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
2A	Satellite, Command and Control Failure	Satellite Ground Station Anomaly - AFSCN or dedicated control net that has a major impact to satellite command control net (greater than 48 hours)	BEELINE		1, 6
2B	Satellite, Degradation	Degradation of any satellite bus or payload, and any of the satellite's missions are degraded or expected to be affected beyond 48 hours.	BEELINE		1, 6
2C	Space Vehicle, Satellite Radioactive Incident	Spacecraft or satellites incidents involving international agencies or presenting human danger.	PINNACLE		1, 2, 6, 33
2D	Satellite, Anomaly	Failure of satellite bus or payload, loss of control, and any of the satellite's missions are affected.	BEELINE		1, 6
2E	Satellite, Electro-magnetic Interference	Reports of unauthorized attempts to command, jam, or interfere with a satellite.	BEELINE		1, 6

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
2F	Space Launch Mishap	Any mishap, failure, or destruction happening to a missile during an ICBM test launch, or to a space launch booster or satellite during a space launch. Unexpected launch parameters (azimuth, altitude, orbit). Mishaps causing launch facility damage, which may delay a subsequent launch, or cause a degraded launch capability for six months or more.	PINNACLE		1, 2, 3, Info: 4
3	GROUND EVENTS OR INCIDENTS				
3A	Fuel Spill	Any spillage of fuel under Air Force control, if the incident is likely to have adverse environmental consequences or elicit media coverage.	BEELINE		1
3B	Ground Mishap-Class AClass B	Class A: Mishap resulting in a fatality or damage in excess of $1,000,000Class B: Permanent partial disability, hospitalization of three or more personnel or Damage of $200,000 or more but less than $1,000,000.	BEELINE	Submit follow-up reports IAW Para 3.10. Also refer to AFI 91-204, *Safety Investigation and Reports*	1, 3, 4, 7, 15, 20,
3C	Damage	$50,000 or more property damage. Includes fires causing five or more disabling injuries or impairs the operational readiness of a unit.	BEELINE	Refer to AFI 91-204	1, 32, 33

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
3D	Explosion	Any ammunition or explosive mishap that causes casualties or serious property damage.	BEELINE	Refer to AFI 91-204	1, 7, 12, 18, 20, 32, 33
3E	Weapons Discharge	Deliberate or accidental discharge of a small arms weapon which results in injury or death.	BEELINE	Refer to AFI 31-207	1, 7, 10, 12, 18, 20,
4	COMMUNICATIONS AND COMPUTER EVENTS				
4A	Network Degradation	Failure or loss of critical network capabilities or resources due to known or unknown* reasons including the following catastrophic failures:a. Loss of Service Delivery Point (SDP)b. Loss of long haul communications links (NIPRNET/SIPRNET)c. Loss of routingd. Loss of data/voice networke. Loss of core servicesf. Loss of functional mission system	PINNACLE for Joint or other Service systems hosted on AF networksBEELINE for USAF systems	* Units are not required to report scheduled outages.	1, 4, 22, 23, 24, 25, 27, 28Pinnacle: Add 2, 26
4B	Change in Information Protect Conditions (INFOCONS)	Report changes in INFOCON*	PINNACLE for Joint or other Service systems hosted on AF networksBEELINE for USAF systems	*Units are not required to submit this report if Higher Headquarters has imposed an INFOCON.	1, 4, 12, 18, 22, 23, 24, 25, 27, 28Pinnacle: Add 2, 26

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
4C	Communica-tions/Computer Systems Intru-sion	Confirmed unautho-rized access to or sabo-tage of USAF computers, computer networks, communica-tions nodes or command center equipment to include classified sys-tems.	PINNACLE for Joint or other Service systems hosted on AF networksBEE-LINE for USAF systems	Comply with Fig. 3.3 and with AFSSI 5021.	1, 3, 4, 6, 12, 18, 14, 22, 23, 24, 25, 27, 28Pinnacle: Add 2, 26
5	NUCLEAR EVENTS				
5A	Accident, Prior-ity A Aircraft Nuclear Loaded	Any class "A" accident involving an aircraft car-rying one or more nuclear weapons	PINNACLE BROKEN ARROW	Submit fol-low-up reports IAW Para 3.10. Refer to AFI 91-204, *Safety Investigations and Reports.*	1, 2, 3, 4, 7, 8, 9, 10, 11, 12, 15, 16, 18, 19, 20
5B	Aircraft, Over-due (Nuclear Loaded)	Any military aircraft classified as overdue carrying nuclear weap-ons, or which a Prelimi-nary Communication (PRECOM) search has been initiated.	BEELINE	AFI 13-202, *Overdue Aircraft*	1, 3, 4, 7, 12, 18, 19, 20
5C	Aircraft, Missing (Nuclear Loaded)	a. Any Air Force air-craft carrying nuclear cargo reported as miss-ing.b. Has not been located following a Pre-liminary Communica-tion (PRECOM) search.	PINNACLE BENT SPEAR		1, 2, 3, 4, 8, 10, 11, 12, 15, 16, 18, 19
5D	*Nuclear Inci-dent* Arming of Weapon	Any unanticipated inci-dent, which raises suspi-cion that a nuclear weapon has been fully or partially armed.	PINNACLE BENT SPEAR		1, 2, 3, 4, 8, 10, 11, 12, 15, 16, 18, 19

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
5E	*Nuclear Accident,* Attack Indications (War Risk)	a. The detection of unidentified objects by a missile warning system,b. Interference experienced by such a system that appears to be threatening and could create a risk of nuclear war.	PINNACLE NUCFLASH		1, 2, 3, 4, 6, 8, 9, 10, 11, 12, 15, 16, 18, 19
5F	*Nuclear Accident,* Cargo Jettisoned	The jettisoning, whether accidental or intentional, of nuclear cargo from an Air Force aircraft.	PINNACLE BROKEN ARROW		1, 2, 3, 4, 8, 9, 10, 11, 12, 15, 16, 18, 19
5G	*Nuclear Accident* Contamination, Radioactive (From Weapon Component)	Radioactive contamination (or the threat thereof) resulting from an incident involving nuclear weapons or nuclear components.	PINNACLE BROKEN ARROW		1, 2, 3, 4, 6, 8, 9, 10, 11, 12, 15, 16, 18, 19
5H	*Nuclear Accident* Contamination, Radioactive (From Reactor)	a. The uncontrolled release of radioactive material from a reactor which presents (or threatens to present) a hazard to life, health, or property.b. Results in any person exceeding acceptable limits for exposure to radiation.	PINNACLE or BEELINE FADED GIANT		1, 3, 4, 7, 12, 15, 18, 19, 20Pinnacle: Add 2
5I	Nuclear Incident Convoy Diversion	Any DoD or DoE motor vehicle convoy transporting nuclear materiel which requests unscheduled support from an Air Force installation or unit.	PINNACLE or BEELINE BENT SPEAR		1, 3, 4, 8, 10, 11, 12, 15, 16, 18, 19Pinnacle: Add 2

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
5J	Nuclear Incident Damage to Reactor	An uncontrolled criticality resulting in damage to a nuclear reactor core or damage resulting from external forces (earthquake, accident, etc.) which threatens the integrity of the reactor.	PINNACLE or BEELINE FADED GIANT		1, 4, 11, 12, 15, 18, 19Pinnacle: Add 2
5K	Nuclear Incident Damage to Weapon	Damage to a nuclear weapon or component severe enough to require major rework, complete replacement or examination and re-certification by DoE.	PINNACLE or BEELINE BENT SPEAR		1, 3, 4, 8, 10, 11, 12, 15, 16, 18, 19Pinnacle: Add 2
5L	Nuclear Accident Detonation, Non-nuclear	Any incident involving the non-nuclear detonation (or possible detonation) of a nuclear weapon.	PINNACLE BROKEN ARROW		1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 15, 16, 18, 19, 20
5M	Nuclear Accident Detonation, Nuclear	Any unsanctioned, unexpected nuclear detonation or possible detonation.	PINNACLE NUCFLASH		1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 15, 16, 18, 19, 20
5N	Nuclear Incident Disablement, Emergency	Any operation involving the emergency command disablement or nonviolent disablement of nuclear weapons.	PINNACLE EMERGENCY DISABLEMENT		1, 2, 3, 4, 7, 10, 12, 16, 18, 19, 20
5O	Nuclear Emergency Evacuation	Any operation involving the emergency evacuation of nuclear weapons.	PINNACLE EMERGENCY EVACUATION		1, 2, 3, 4, 7, 10, 12, 16, 18, 19, 20
5P	Nuclear Accident Fire	Any incident involving the burning of a nuclear weapon, nuclear launch facility, nuclear storage area, or transport vehicle carrying a nuclear cargo.	PINNACLE BROKEN ARROW		1, 2, 3, 4, 6, 8, 9, 10, 11, 12, 15, 16, 18, 19

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
5Q	Nuclear Accident Flight Plan, Unauthorized (War Risk)	Any unauthorized flight plan or deviation from an approved flight plan by a nuclear-armed or nuclear-capable Air Force aircraft with the capability to penetrate the airspace of another nuclear-capable country.	PINNACLE NUCFLASH		1, 2, 3, 4, 6, 8, 9, 10, 11, 12, 15, 16, 18, 19
5R	Nuclear Accident Launch, Accidental, Unauthorized (War Risk)	Accidental or unauthorized launch of a nuclear-armed or nuclear-capable missile in the direction of, or having the capability to reach, another nuclear-capable country.	PINNACLE NUCFLASH		1, 2, 3, 4, 6, 8, 9, 10, 11, 12, 15, 16, 18, 19
5S	Nuclear Incident Loss	The loss (explained or unexplained) of a nuclear weapon or nuclear component.	PINNACLE EMPTY QUIVER		1, 2, 3, 4, 8, 9, 10, 11, 12, 15, 16, 18, 19
5T	Nuclear Accident Public Hazard	Any nuclear accident actual or implied from a nuclear weapon, warhead or component.	PINNACLE BROKEN ARROW		1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 15, 16, 18, 19, 20
5U	Nuclear Incident Reactor Incident	An uncontrolled criticality resulting in damage to a nuclear reactor core or an event such as a loss of coolant that results in a significant release of fission products from the nuclear reactor core.	PINNACLE or BEELINE FADED GIANT		1, 4, 11, 12, 15, 18, 19Pinnacle: Add 2
5V	Nuclear Incident Seizure, Theft	The forcible, unauthorized seizure or theft of a nuclear weapon or nuclear component.	PINNACLE EMPTY QUIVER		1, 2, 3, 4, 8, 9, 10, 11, 12, 15, 16, 18, 19
6	HOSTILE ACTIONS OR EVENTS				

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
6A	Bomb Threat	a. Device is actually detected or explodes.b. If the threat causes a serious degradation of the mission capability.	BEELINE	AFI 31-210, *The Air Force Anti-Terrorism Program*	1, 3, 4, 7, 12, 18, 20
6B	Covered Wagon	Any probable or actual hostile activity directed at or against priority A, B, or C resources.	BEELINE (if probable)PIN-NACLE (if actual)	AFI 31-101, Vol. 1, *The Air Force Physical Security Program*	1, 3, 4, 7, 12, 14, 18, 20
6C	Hostile Action	Any occurrence having the potential of rapidly moving into a contingency or general war situation, such as armed attack, harassment, or hostile act against U.S. shipping interest or forces. Includes chemical, biological attack, attack by ground or air forces using conventional or nuclear weapons on or near an AF installation.	PINNACLE FRONT BURNER	If the initiation of a contingency or general war has occurred subsequent Front Burner reports are not required. However, other reports may be.	1, 2, 3, 4, 7, 12, 18, 20
6D	Hostile Harassment or Attack	Any armed attack or harassment of U.S. forces or interests	PINNACLE		1, 2, 3, 4, 7, 12, 18, 20
6E	Attack on Nuclear Facilities	Any attack or penetration of nuclear storage or alert areas.	PINNACLE FRONT BURNER		1, 2, 7, 10, 12, 18, 20, 32, 33, 34
6F	Captured Personnel	Any DAF personnel captured by a foreign government or terrorist organization	BEELINE		1, 7, 10, 12, 18, 20
6G	Enemy Encounters	Enemy encounters of unusual nature or significant size or hostile aircraft over-flight.	PINNACLE		1, 2, 7, 12, 18, 20, 36

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
6H	Degraded Combat Capability or Heavy Losses or Significant Damage	Hostilities causing losses to U.S. forces/equipment resulting in degraded combat capability or operations resulting in damage to AF installations.	PINNACLE		1, 2, 7, 12, 18, 20, 32, 33
6I	Sabotage	Clandestine activity against USAF resources which would adversely affect operational capability.	BEELINE		1, 3, 4, 7, 12, 18, 20
7	TERRORIST EVENTS				
7A	Terrorist Activity	Any event/incident involving terrorism or the threat of terrorism.	PINNACLE or BEELINE		1, 3, 4, 7, 12, 14, 18, 20 Pinnacle: Add 2
7B	THREATCON Change	Any unit commander directed change.	BEELINE		1, 3, 4, 12, 14, 18
7C	Hostage Situation	Report if any DAF personnel are taken hostage by terrorists.	BEELINE		1, 7, 12, 18, 20
8	CIVIL DISTURBANCE				
8A	Civil Disturbance or Disorder or Anti-U.S. Demonstration	Any disturbance (anti-US demonstration, riot, panic, strike, etc.) against or on an AF facility that may cause national news coverage.	PINNACLE		1, 2, 4, 7, 12, 18, 20, 32, 33,
8B	Civil Disturbance (AF Assistance Requested)	Civil disorders where AF assistance is requested. Include type of assistance, purpose, affect on AF mission, if granted, duration, capability to provide assistance, and anticipated problems	BEELINE	Refer to USAF Civil Disturbance Plan 55-2, Garden Plot.	1, 4, 7, 12, 18, 20, 32, 33,

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
8C	Other Disturbances	Disturbances or disorders which may impair operational readiness.	BEELINE		1, 4, 7, 12, 18, 20
8D	Diversion of Classified Material	Any DoD convoy of classified material diverted from its destination due to natural disasters, civil disorders, or other emergencies and requiring temporary storage at an AF installation.	BEELINE	Refer to AFI 32-4001	1, 12, 18
8E	Malicious Acts	Acts resulting in significant damage to resources.	BEELINE		1, 4, 7, 12, 18, 20, 32, 33, 35
8F	Major Racial Incident	An incident involving death, arson, an injury requiring medical confinement, property damage (more than $500), a group presentation of demands, or defiance of authority.			1, 7, 12, 18, 20, 32, 33
9	CRIMINAL ACTIVITY				
9A	Criminal Activity	Serious accidents, crimes, or incidents involving US military/civilians that may impact on international relations or create high-level military or political interest.	PINNACLE		1, 2, 7, 12, 18, 20, 36
9B	Criminal Activity (Foreign or Domestic Jurisdiction)	Serious crimes/incidents that may involve exercise of domestic or foreign jurisdiction over AF personnel or dependents or that may result in extensive news media or congressional interest.	PINNACLE		1, 2, 7, 12, 18, 20, 36

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
9C	Criminal Activity (News Media Interest)	Crimes/incidents that may result in news media interest or could be prejudicial or embarrassing to the AF.	BEELINE		1, 7, 12, 18, 20
9D	Criminal Activity Affecting Operations	Any criminal activity affecting the operational capability of a unit.	BEELINE		1, 12, 18
9E	Theft of Dangerous Materials	The theft of dangerous materials (missile propellants, poisonous chemicals, munitions, toxic corrosive materials, explosives, etc.) or an environmental pollutant.	PINNACLE	Comply with AFI 91-204.	1, 2, 7, 12, 18 20, 34, 36
9F	Prisoner Incidents	Any incident involving the escape, death, or alleged maltreatment involving an inmate at any USAF confinement facility under the control of the USAF Corrections System	BEELINE		1, 7, 12, 18, 20

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
9G	Drugs	Report serious incidents of drug abuse (use, sale, illegal transfer, etc.) involving military members or dependents involving:A. Arrest of a group (10 or more) involved in the sale or transfer of drugs.B. Seizure of drugs by civil or military agents, either on or off base, with an estimated street value in excess of $10,000.C. Hospitalization or death of an active duty member because of drug involvement; or if a senior military officer (O-5 or above), DAF civilian (GS-14 or above), or an AF Academy cadet is involved in the sale, transfer, or use of drugs.	BEELINE		1, 7, 12, 18, 20
10	POLITICAL EVENTS				
10A	Asylum Incidents	Any request for, or physical attempt by a foreign national to gain asylum on an Air Force installation or incidents involving Air Force personnel or resources.	PINNACLE	Refer to AFI 51-704, *Handling Requests for Political Asylum and Temporary Refuge*	1, 2, 5, 12, 17, 18

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
10B	Foreign Sovereignty Violation	Violation of the foreign sovereignty of another nation through unauthorized entry, failure to comply with international agreements, or failure to comply with a foreign clearance.	BEELINE	AFI 91-204 and the Foreign Clearance Guide.	1
10C	National-Level Interest	Event/incidents that may develop into a matter of White House, DoD, Joint Service, or major media interest i.e., events with actual or potential international repercussions, serious operational changes, or natural/man-made disasters or civil disorders.	PINNACLE		1, 2, 3, 4
10D	Political Ramifications	Any event/incident involving Air Force personnel or resources which has political ramifications, such as defections or attempted defections, Status of Forces agreement violations, etc.	BEELINE		1
10E	Challenge to U.S. Authority	Incidents where military authority over U.S. military or non-military personnel is challenged, including exercise of foreign jurisdiction.	BEELINE		1, 12, 18
10F	Coups	Report this event if DAF personnel are affected.	PINNACLE		1, 2, 7, 12, 18, 20, 36

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
10G	Landing of Unfriendly Aircraft	Report non-allied aircraft, which make an unscheduled landing at a U.S. military installation.	PINNACLE		1, 2, 12, 14, 18, 34,
11	INJURY OR DEATH				
11A	Death, VIP	a. The death of any flag officer or CMSAF (active or retired); Wing Commander (active duty only); code 5 or higher VIP (see remarks).b. The death of a celebrated person occurring on an Air Force installation.	PINNACLE (BEELINE for a retired flag officers or CMSAF)	Refer to *DOD Flight Information Publication - General Planning* for a complete list of VIP codes.	1, 2, 7, 20
11B	Death, Active Duty	Death of any active duty personnel to include AF Reserve and ANG personnel on active duty.	BEELINE	Include information in Figure 2-5.	1, 7, 20
11C	Injury, VIP	a. The hospitalizing injury of any flag officer or CMSAF (active, ANG, reserve, or retired), Wing Commander (active only), code 5 or higher VIP. Orb. Any injury of a celebrated person occurring on an Air Force installation.	BEELINE	Refer to *DOD Flight Information Publication - General Planning* for a complete list of VIP codes.	1
11D	Disease	A medical situation involving a marked increase of a disease among AF personnel or any disease incident of potential significance, which may prevent mission accomplishment.	PINNACLE		1, 4, 7, 12, 18, 20
12	COMPROMISE OF CLASSIFIED INFORMATION				

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
12A	Compromise of Classified Information (Foreign Government Involved)	Confirmed/suspected compromise or unauthorized release of any category of US classified information where a foreign government or agent is involved.	PINNACLE	Refer to AFI 31-401	1, 2, 12, 18
12B	Compromise of Top Secret Information	Confirmed compromise or unauthorized release of TOP SECRET information.	BEELINE	Refer to AFI 31-401	1, 2, 12, 18
12C	Compromise of Classified Information (News Media Release)	Confirmed compromise or unauthorized release of any category of classified information that may appear in the news media.	BEELINE	Refer to AFI 31-401	1, 2, 12, 18
13	INTELLIGENCE EVENTS				
13A	Vital Intelligence Sightings	Any/all unidentifiable, suspicious, or hostile traffic (land, aerospace, or sea) which, because of its nature, course, or actions, may constitute a threat to the security of the US or Canada. Includes reports received from airborne platforms.	PINNACLE	Refer to JANAP 146.	1, 2, 3, 6
13B	Intelligence	Receipt of significant intelligence received through other than Intel channels.	PINNACLE	Submit special intelligence through SSO channels.	1, 2, 3
14	MISCELLANEOUS EVENTS				

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
14A	Convoy Diversion (Non-nuclear)	Any DoD/DoE motor vehicle convoy (transporting other than nuclear materiel) and requests unscheduled support from an Air Force installation or unit.	BEELINE		1, 4, 12, 18
14B	Unsatisfactory Inspection	Any _final_ overall unsatisfactory rating of an Air Force/Air Reserve Component unit (squadron or larger) by a Numbered AF or higher inspection/assessment team.	BEELINE		1, 3, 19, 20
14C	Mission-Impairment	An event/incident which impairs, or is likely to impair mission capability.	BEELINE		1, 3, 20
14D	Off-Drop Zone Airdrop	Any airdrop controlled by the Air Force that results in death, serious injury, property damage, or is likely to receive media attention.	BEELINE		1

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
14E	Request for Assistance	Requests by civilian authorities for military assistance, or for the use of military resources (personnel or equipment) in the civilian domain.	BEELINE	Refer to AFI 10-801, *Assistance to Civilian Law Enforcement Agencies* and AFI 10-802, *Military Support to Civil Authorities.* Units providing military support to civil authorities should provide the information contained in Fig 2-4	1, 4, 7, 12, 18, 20
14F	Media Coverage, International or National	Adverse international or national media coverage of an event, incident, or action involving Air Force personnel, resources, or programs.	PINNACLE		1, 2, 7, 20
14G	Media Coverage, Local	Adverse local media coverage of any event, incident, or action involving Air Force personnel, resources, or programs.	BEELINE		1, 7, 20
14H	Toxic Material	The theft, escape, or spillage of toxic or dangerous materiel that threatens life or location.	PINNACLE		1, 2, 3, 4, 7, 11, 12, 15, 18, 20

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
14I	Disasters, Natural	An earthquake, flood, hurricane, lightening strike, snow storm, tornado, volcanic eruption, or any other natural phenomenon that may impair the operational capability of an Air Force activity.	BEELINE	.	1,Info: 29, 30
14J	Aircraft Evacuation	When hurricane/typhoon condition is declared, evacuation stage set (planned or actual), or return to base.	BEELINE	Report aircraft evacuated, hangered, tied down and in maintenance. Submit initial report upon decision to evacuate; submit updates at each stage of evacuation. Submit final report when all aircraft have returned to home station	1, 4, 20, Info: 21, 29, 30
14K	CSAF Special Interests	Any event of special interest to the CSAF.	BEELINE		1

RULE	EVENT or INCIDENT	DESCRIPTION	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Figure 3.2)
14L	Severe Weather Occurrences	a. When the following severe weather occurs: Winds 50 knots or greater (to include gusts) And/or Hail inch or larger, or Tornadoes.b. Locations conducting routine flying or space launch operations will submit OPREP reports regardless of damage occurrence.c. Locations supporting primarily ground operations (ranges, radar installations, missile complexes, etc.) will only submit reports if damage occurs.	BEELINE	Report actual severe weather experienced, forecast valid at the time of occurrence to include any watches or warnings issued (include actual and desired lead time), and the operational status of meteorological equipment (e.g. radar, wind sensors, etc.) at time of eventAFI 10-229 (*Responding to Severe Weather Events*)	1, 4, 29, 30
14M	Relocation of wing or major command headquarters emergency essential functions and personnel under the DoD Continuity of Operations (COOP) program	Natural or manmade disasters; Hostile threats; CINC Execute Order; Construction/ Renovations.	BEELINE	Refer to DOD 3020.26 Continuity of Operations (COOP) Planning and policy	1, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20, 21, 22, 24, 29

MINIMUM ESSENTIAL ADDRESSEE LISTING	
1	AFOC WASHINGTON DC// (or AFEOC FT DETRICK MD//(when activated)
2	JOINT STAFF WASHINGTON DC//J3 NMCC//
3	USCINCSTRAT COMMAND CENTER OFFUTT AFB NE//J443/J361//

4	AFNSEP FT MCPHERSON GA//EP//andAFNSEP WASHINGTON DC//CC//
5	HQ 696 IG ANDREWS AFB MD//DO//
6	HQ NORAD CHEYENNE MTN ASN CO//
7	HQ AFPC RANDOLPH AFB TX//DPWR/DPWC//
8	HQ AFMC WRIGHT PATTERSON AFB OH//SEW/XRW//
9	HQ AFMOA BOLLING AFB DC//SGPA//
10	OL-NS-ASC KIRTLAND AFB NM//EN//
11	HQ AFSA KIRTLAND AFB NM//CC/SEN//
12	HQ AFSFC LACKLAND AFB//SF/OPSCENTER//
13	AFFSA ANDREWS AFB MD//CC//
14	HQ AFOSI BOLLING AFB DC//XOX//
15	HQ USAF WASHINGTON DC//SE/ILMW//
16	DIR NUC WPNS KELLY AFB TX//NWTB//
17	HQ USAF WASH DC//JAI/INXYC//
18	HQ USAF WASHINGTON DC//XOF//
19	CINCUSACOM NORFOLK VA//J364// (CONUS NUCLEAR ITEMS ONLY)
20	HQ USAF WASHINGTON DC//DPFJ//MPRC//
21	HQ AFMC COMMAND CENTER WRIGHT PATTERSON AFB OH//
22	AFIWC KELLY AFB TX//CC/EA/EAA//
23	HQ AFCIC WASHINGTON DC//CC/SY//
24	HQ USAF WASHINGTON DC//XOI//
25	OL IA NAIC WASHINGTON DC//IA//
26	HQ DISA WASHINGTON DC//D3//
27	HQ AIA KELLY AFB TX//DO/690 IOS//
28	HQ SSG MAXWELL AFB GUNTER ANNEX//EV/SWSN//
29	HQ USAF WASHINGTON DC//XOW//
30	HQ AFWA OFFUTT AFB NE//XO//
31	ANG ANDREWS AFB MD//XOD//
32	HQ AFCESA Tyndall AFB FL//CC//
33	HQ USAF WASHINGTON DC//ILE//
34	HQ USAF WASHINGTON DC//XORF//
35	HQ USAF WASHINGTON DC//IL//
36	HQ USAF WASHINGTON DC//XPXI//

3.6.1.2. Initial Class A Mishap voice reports will be reported to ALL MAJCOM Command Centers when the report is received by the AFOC. When notified of a Class A Mishap the AFOC will initiate a MAJ-

COM Conference call. If all MAJCOMs Command Centers do not join the conference within one minute of initiation, the AFOC will cease efforts to bring the additional command centers into the conference and direct the reporting unit to proceed with the report. The AFOC will only make one attempt to convene the conference (i.e. the conference will not be terminated and reinitiated to get additional participants in the conference). The AFOC will back brief those command centers that did not join the conference after it completes all of its internal notifications.

3.6.3.1. Initial reports must be timely, concise, and include enough information to allow addressees to fully understand the situation. Record copy reports must answer the following questions: who, what, when, where, why, and how. Continue reporting until these questions are answered.

3.6.9. Include AFOC as an information addressee on all reports, including HOMELINEs, which are addressed to a theater CINC, or briefed to a theater CINC.

Table 3.3. Deleted.

Figure 3.2. Communications/Computer Events Report Format and Content.

Include the following when commanders provide military support to civil authorities:

Narrative statement on the type of disaster/emergency, location, cause, extent of damage to civil and military property, and estimated duration of military participation in relief operations. Include appropriate USAF or FEMA mission designator(s) in this section of OPREP-3.

Installation commander's assessment of situation priority

Source and time/date of civil authority's request for military assistance. Show full names, official titles, and phone numbers/e-mail addresses.

Number of dead, injured, and missing military and DOD civilian personnel.

USAF resources committed to disaster/emergency relief operations (not including aircraft) to include the following:

Chronological narrative summary from the unit log to describe types of support and resources committed.

Peak number of USAF personnel (military and civilian) employed in relief operations.

Amount and types of equipment used in relief operations.

Amount and types of supplies used in relief operations.

Name, rank, and telephone/e-mail/fax or unit POC.

State whether USAF Public Affairs personnel are assisting media.

USAF aircraft operations.

USAF Aircraft.

Types of missions.

Number and types of aircraft flown to include number of sorties and hours flown. Include daily and cumulative totals.

Total airlifted passengers, military and civilian. Include AFSC/MOS/Job Specialties.

Total cargo by type and weight. Include number of cargo types.

Civil Air Patrol Aircraft.

Types of missions.

Number and types of aircraft flown to include number of sorties and hours flown. Include daily and cumulative totals.

Total airlifted passengers, military and civilian. Include AFSC/MOS/Job Specialties.

Total cargo by type and weight. Include number of cargo types.

Number of CAP Fixed Communications Stations committed.

Other CAP equipment committed by type and amount.

Remarks. Identify operational highlights, unusual actions or occurrences, or other events of interest to CSAF. Specifically describe CAP casualties or damages. Include date and time CAP support was terminated.

Figure 3.4. Active Duty Death - Additional Information Format.

MARITAL STATUS	
Married	

Separated	
Divorced	
Single	
CHILDREN	
No	
Yes	
How many	
RESIDENCE	
Off Base	
On Base	
Base Housing	
Dorms	
Roommate	
Any previous record of problems	
Additional Comments	

Figure 3.5. Aircraft Crash Supplemental Information.

	AIRCRAFT MISHAP REPORT		DATE/TIME OF INCIDENT	
1	LOCATION OF INCIDENT (include approx. distance and direction from base/range and nearest city)			
	COORDINATES		TERRAIN	
	TRAINING AREA RANGE (restricted area or MOA)			
2	NUMBER OF CREWMEMBERS		NUMBER OF PASSENGERS	
	INJURIES (extent/status/name of hospital/location)			
	FATALITIES		HOME BASE OR TDY	
	AIRCREW UNIT (Active/Reserve/ANG)			
2a	PILOT 1	30	60	90
	TOTAL FLIGHT TIME		TOTAL FLIGHT TIME IN MISHAP ACFT TYPE	
	QUALIFICATION (Instructor, 2/4-Ship Lead, etc.)			
2b	PILOT 2	30	60	90
	TOTAL FLIGHT TIME		TOTAL FLIGHT TIME IN MISHAP ACFT TYPE	
	QUALIFICATION (Instructor, 2/4- Ship Lead, etc.)			
	TYPE OF AIRCRAFT		CONFIGURATION	

3	UNIT OF AIRCRAFT	AIRCRAFT DAMAGE ASSESSMENT
	ENGINE TYPE	ENGINE CYCLES AND ACFT TOTAL FLIGHT TIME
	RECENT MX	ENGINE DAMAGE ASSESSMENT
4	TYPE OF MISSION (training, BFM, instruments, low-level, air-to-air, SAAM, etc.)	
	FORMATION	POSITION IN FORMATION
	TYPE OF MANEUVERS AT MISHAP OCCURRENCE	
	ALTITUDE	AIRSPEED
	BAIL-OUT ALTITUDE	ATTEMPTS TO RESTART
5	WX - PRECIPITATION	VISIBILITY
	CEILING	CLOUD TOPS
	WINDS	
6	SAR FORCES/UNIT	
7	COLLATERAL DAMAGE (Civilian/DoD)	
8	SITE SECURITY	UNIT SECURING SITE
9	ORDNANCE	
10	BRIEF NARRATIVE OR DESCRIPTION OF MISHAP/OTHER INFO NOT CONTAINED IN REPORT	
11	INTERIM SAFETY BOARD PRESIDENT	
12	CHIEF OF INSPECTION BOARD (if applicable)	
13	SAFETY OFFICER POC/DSN NUMBERS	

4.1. Subject and Purpose. To keep the Joint Staff, Services, and National Command Authorities (NCA) apprised of existing political, military, and operational situations and plans and to keep commanders advised of a units ability to meet requirements outlined in approved plans. Situation reporting will be accomplished for the following, but is not limited to:

4.1.1. Involvement in critical national or international situations.

4.1.2. Involvement in natural or manmade disasters and/or emergency relief efforts.

4.1.3. Significant operational deficiencies that affect mission readiness.

4.1.4. Other activities, operations.

NOTE: Critical or disastrous situations triggering national or Service level interest will be reported initially via the OPREP-3 PINNACLE or BEELINE reports. Follow-up or amplifying messages on such events/incidents will continue to be submitted as OPREP-3 messages as long as the situation warrants OPREP-3 type reporting.

4.2. Deleted.

4.3. Submitted By. MAJCOMs, Air Force Component Commands (AFCCs) and DRUs (when participating in joint or special operations) as required by operations plans and directives, or higher headquarters.

4.4. Submitted To: All SITREPs will be ACTION addressed to: AFOC WASHINGTON DC// Other addressees are prescribed by MAJCOM and/or theater CINC directions. INFO address AFEOC FT DETRICK MD//

4.4.1. Reports originated by Chief of Staff, USAF (CSAF)

4.4.1.1. At DEFCON 5 or 4

4.4.1.1.1. Action: AIG 933

4.4.1.1.2. MAJCOMs

4.4.1.1.3. Info: AFMPC RANDOLPH AFB TX//PRC/-DPMC//

4.4.1.1.4. Additional addressees, as required.

4.4.1.2. At DEFCON 3, 2, or 1

4.4.1.2.1. Action: AIG 934

4.4.1.2.2. MAJCOMs

4.4.1.2.3. Info: Additional addressees, as required.

4.5. Submission Timing. Reports will be submitted daily or more frequently, if required, for the duration of the activity or operation. Unless specified otherwise by CINC directives, submit reports no later than 0200Z, reflecting data current as of 2359Z.

4.6. Submission Precedence. Submit reports via IMMEDIATE precedence with classification appropriate for the message content. Continue to report during MINIMIZE unless directed otherwise by the implementing authority. This message may be submitted by voice or Global Command Control System (GCCS) when record (i.e., Automated Digital Network (AUTODIN)) transmission is not available

4.7. Specific Reporting Instructions. The SITREP is a narrative report. It keeps addressees informed and enables higher levels of command to prepare for potential effects of ongoing situations.

4.7.1. Duplicate reporting is not desired; however, information available in another Joint Reporting Structure (JRS) report will be referenced to ensure operational impacts are noted.

4.7.2. Any higher headquarters level in the reporting chain may direct additional reporting requirements.

4.7.3. During peacetime military support to civil authorities operations and under hostile conditions such as terrorism, comply with the daily reporting instruction timeline described in the supported CINC's Execute Order. Include AFNSEP FT MCPHERSON GA// and HQ USAF WASHINGTON DC//XOO// AFOC// as addressees on the SITREP. At the end of military operations, submit a summary SITREP to AFNSEP 1283 Anderson Way SW, Ft McPherson, GA 30330-1095 and supported CINC/J3 via military postal system. The information contained in Figure 4.1 should be included in the summary SITREP.

4.8. Report Content. Air Force SITREPs will evaluate significant factors relating primarily to readiness, mobilization personnel, and logistics. Report content should highlight key activities and build on previous reports. Duplicating or including information to fill in the blank is not desirable. Brevity is paramount. The following is a list of subparagraphs from the USMTF formats, and will be used as applicable.

4.8.1. Commander's Own Situation/Disposition/Status of Forces. Includes summary of significant unit mission degradation, current deployments, and projected requirements.

4.8.2. Situation Overview. A brief overall assessment of the situation, including circumstances or conditions that increase or materially detract from the capability and readiness of forces.

4.8.3. Operations. A brief description and results of operations carried out during the report period.

4.8.4. Intelligence/Reconnaissance. A brief overview of the situation in terms of operations, order of battle, capabilities, threat changes. Reference any Spot Intelligence reports submitted in the past 24 hours.

4.8.5. Logistics. A brief description of logistics sustainability by class of supply. Highlight significant deficiencies.

4.8.6. Communications Connectivity. Report significant outages and incompatibilities.

4.8.7. Personnel. Report factors affecting readiness of forces or units; mobilization status; battle casualties (i.e., killed in action, wounded in action, and missing in action); and the effect of casualties sustained.

4.8.8. Significant Political/Military/or Diplomatic Events. Report events not reported by OPREP-3 PINNACLE but which could result in local, national, or international public reaction; civil unrest or indications of civil defense measures contemplated or implemented; and events affecting the attitudes, emotions, or behavior of the populous that could be used in developing psychological operations campaigns.

4.8.9. Commander's Evaluation. Summary of key points from individual paragraphs. The information contained in Figure 4-1 should be included in the summary SITREP:

Figure 4.1. Guidance for Commander's Final SITREP.

Commander's assessment of military operations and effectiveness

Photographs and video of military operations

Location and suspected cause of the disaster/emergency

All HQ USAF, CINC, and FEMA mission designators assigned

Sources of requests for military assistance to include mailing addresses

Chronological summary of USAF and CAP actions, beginning with employment of forces and throughout relief operations to include type forces, equipment, and supplies used, together with aircraft operations including number and type aircraft, number of sorties, and hours flown

Highlights of relief operations, outstanding performers, unusual actions or occurrences, or other events of interest for CSAF

Discussion of specific problem areas encountered and actions recommended precluding recurrence in the future

Summary of relief operations expenses requiring reimbursement

_____

5.4. Submitted To:

5.4.1. Airborne reports: US or Canadian military or civilian communications facility

5.4.2. Post-landing reports: Commander in Chief, North American Aerospace Defense Command (NORAD), Cheyenne Mt, Colorado, or HQ Northern NORAD Region, North Bay, Ontario, Canada, whichever is more convenient. If landing outside Canadian or US territories, submit reports through the nearest US or Canadian military or diplomatic representative.

5.7.2. Report all unidentifiable, suspicious, or hostile traffic (land, aerospace, or seaborne) which, because of its nature, course, or actions, considered a threat to the security of the United States or Canada. Such reporting extends the early warning defense system for the United States and Canada. There are five types of CIRVIS reports:

5.7.2.1. Issue initial CIRVIS reports while airborne (or as warranted, upon landing).

5.7.2.2. Issue post-landing CIRVIS reports if airborne reports made

5.7.2.3. Issue followup CIRVIS reports by anyone with additional information about an earlier report (refer to the initial report)

5.7.2.4. Issue cancellation CIRVIS reports once sightings are positively identified as friendly or determined it was erroneously reported

5.7.2.5. Submit evaluation CIRVIS reports to each addressee of the above CIRVIS reports. Promptly submit evaluation reports to keep all interested parties fully informed

5.7.3. Report the following specific sightings:

5.7.3.1. Hostile or unidentified aircraft which appears directed against the United States, Canada, or their forces.

5.7.3.2. Missiles.

5.7.3.3. Unidentified flying objects.

5.7.3.4. Hostile or unidentified military surface vessels or submarines.

5.7.3.5. Any other individual surface vessels, submarines, or aircraft of unconventional design engaged in suspicious activity, observed in an unusual location, or on a course which may threaten the United States, Canada, or their forces

5.7.3.6. Any unexplained or unusual activity which may indicate a possible attack against or through Canada or the United States (includes the presence of any unidentified or suspicious ground parties in remote or sparsely populated areas, including the polar region)

5.7.3.7. Unlisted airfields, facilities, weather stations, or air navigation aids

6.4. Submitted To:

ACTION ADDRESSEES:

CSAF WASHINGTON DC//

AFOC WASHINGTON DC//

MAJCOM Command Center(Area of Operation where loss occurred)

Parent MAJCOM Command Center (of the aircrew and aircraft)

INFO ADDRESSEES:

AFSA KIRTLAND AFB NM//

AFEOC FT DETRICK MD//

AFPC RANDOLPH AFB TX//PRC/DPWCS//

HQ USAF WASHINGTON DC//DPFJ//)

ADDITIONAL ADDRESSEES AS REQUIRED

6.6.3. Use the following Precedence for the type of report indicated:

6.6.3.1. Initial report: IMMEDIATE.

6.6.3.2. Follow-on reports: PRIORITY.

6.7. Reporting Instructions:

6.7.1.   Report the initial loss with an *OPREP-3 Event/Incident Report*.

6.7.2. Use GENADMIN format in AFP 102-2, volume I, providing information contained in figures 6.1 and 6.2.

6.7.3. Indicate type of loss (i.e., combat, operational, or training).

6.7.4. Reference the applicable OPREP-3 in the initial and followup LOSREPs.

6.7.5. Reference the original LOSREP in follow-on reports.

6.7.6. That the LOSREP is an operational report, separate from the safety investigation reports of AFI 91-204, Investigating and Reporting Mishaps.

8.5. When Submitted. As directed by HQ USAF/ILXX or AFEOSC/LRC. MAJCOMs and NAFs may implement this report to support a contingency or exercise. Notify HQ USAF/ILXX upon implementation.

NOTE: Be prepared to change items reported and item designations if HQ USAF/ILXX implements Items of Special Interest Report. The headquarters, which initiates the report, will terminate it.

8.6.2. Note that HQ USAF/ILXX will provide implementing instructions based on contingency and/or exercise requirements.

8.6.4. Use GENADMIN message format according to AFPAM 10-709, Volume 1

8.7. Reporting Instructions.

8.7.1. Implementing instructions must state the following:

8.7.1.1. Reporting commands and agencies .

8.7.1.2. Report recipients.

8.7.1.3. Reporting method.

8.7.1.4. Report classification.

8.7.1.5. Base designator (numerical designator assigned by ILXX) .

8.7.1.6. Items reported (ILXX assigned item designator).

8.7.1.7. Report timing.

8.7.1.8. How often to submit the report.

8.7.1.9.As of time.

8.7.1.10. Report not later than time.

8.7.2. Use six columns for this report. Designated columns as follows

8.7.2.1. A, Beginning balance.

8.7.2.2. B, Receipts.

8.7.2.3. C, Expenditures (consumed).

8.7.2.4. D, Shipped.

8.7.2.5. E, Ending balance.

8.7.2.6. F, Remarks.

8.7.3. Inform HQ USAF/ILXX at once of any actual or suspected item designator compromise.

Table 8.1. Items of Special Interest Reporting Guidance.

Submitted By:	Submitted To:	When Submitted:	Actions:
Unit Commanders	Intermediate Commands//ILXX//	When directed	
Intermediate Commanders	Parent MAJCOMs//ILXX//		Submit consolidated report
MAJCOMs	HQ USAF WASHINGTON DC//ILXX//		
CONUS NORAD Region (CONR) Units	1 AF TYNDALL AFB FL//ILX/ILMW//Info: Sector		See Oplan 3000 Series
CONR Battle Staffs	HQ ACC LANGLEY AFB VA//ILXX//		
HQ ACC	Action: HQ USAF WASHINGTON DC//ILXX//Info: NORAD PETERSON AFB//CO//J4//Info: 1 AF TYNDALL AFB FL// ILMW//		Submit consolidated reports
NORAD Units deployed to Canadian region (CANR)	1 AF TYNDALL AFB FL//ILX/ILMW//Info: Sector and Home Station	Before Oplan 3000 execution	
NORAD Units deployed to Canadian region (CANR)	HQ ACC LANGLEY AFB VA//ILXX//Info: 1 AF Tyndall AFB FL//ILX/ ILMW//Info: CANR and HOME STATION	After Oplan 3000 execution	
NORAD Units Deployed to Alaskan Region (ANR)	Parent Command//ILXX//Info: 1 AF Tyndall AFB FL//ILX/ ILMW//	Before Oplan 3000 execution	
	11 AF Elmendorf AFB AK//ILXX//	After Oplan 3000 execution	

Chapter 9

FUELS REPORTING STRUCTURE

Section 9A--Contingency Fuels Operations Report (CFOR) (RCS: HAF-ILS (W) (AR) 7108)

9.1. Subject and Purpose. This report provides CSAF and MAJCOMs with summary information about manpower, equipment, products, facilities, and deficiencies, which affect bulk petroleum supplies, storage, and distribution systems. This report provides national level decision-makers information necessary to support peacetime, crisis, and wartime missions. This report is not intended to replace the Bulk Petroleum Contingency Report (REPOL) in Section B of this chapter.

9.2. Reference Materials. AFI 23-201, Fuels Management, and AFMAN 23-110, USAF Supply Manual, Vol II.

9.3. Submitted By. Individual Air Force units.

9.4. Submitted To. Reports will be submitted using automated procedures in the Fuels Automated System (FAS). Those units where FAS transmission is not available, will submit reports via message to:

HQ USAF WASHINGTON DC//ILSP/ILXX//

INFO: AFEOC FT DETRICK MD// LGXX//

MAJCOM//LGXX (As required)

9.5. When Submitted.

9.5.1. When utilizing FAS, CFOR will be transmitted weekly as a minimum. Otherwise prepare CFOR upon request of the Air Staff or Major Command and under any of the following conditions:

9.5.1.1. Automatically upon declaration of DEFCON 1.

9.5.1.2. Following an attack or peacetime disaster.

9.5.2. Once activated, submit the report every 24 hours as of 2000Z, unless otherwise directed by the Air Staff. Number reports sequentially beginning with 001.

9.6. How Submitted.

9.6.1. Classify according to content.

9.6.2. Reports will not contain classified data when using FAS.

9.6.3. When prepared manually.

9.6.3.1. Transmit via AUTODIN.

9.6.3.2. Use IMMEDIATE precedence.

9.6.3.3. Transmit during MINIMIZE.

9.6.3.4. Use the ESC C1 designator - Continue reporting, priority.

9.7. Reporting Instructions. AFMAN 23-110, Vol II, Part 2, contains additional information.

9.8. Sample Report.

PART I: FACILITY DAMAGE

TYPE   NUMBER   DAMAGE   ETIC

PART II: INVENTORY

GRADE OF PRODUCT   ON HAND INV (MBBLS)USEABLE PREVIOUS 24 HRPREVIOUS 24 HR

PRODUCTINV (MBBLS)STORAGE (MBBLS)CONSUMPTIONRECEIPTS

PART III: STATUS

EQUIPMENT

EQUIPMENTNUMBERNUMBERNUMBER

TYPEAUTHORIZEDASSIGNEDMISSION CAPABLE

PERSONNEL

DAFSCNUMBERNUMBERNUMBER

AUTHORIZEDASSIGNEDAVAILABLE

PART IV: REMARKS

Section 9B--Bulk Petroleum Contingency Report (REPOL) (RCS: NOT REQUIRED)

9.9. Subject and Purpose. This report provides the Joint Staff, Military Services, and Defense Energy Support Center (DESC) with summary information on bulk petroleum inventories, damage assessment for bulk petroleum distribution systems, and other strategic information pertaining to bulk petroleum support posture.

9.9.1 Reference Materials. CJCSM 3150.14, Joint Reporting Structure (JRS) - Logistics, Department of Defense Manual 4140.25-M, DOD Management of Bulk Petroleum Products, Natural Gas, and Coal, Volume II, and AFI 23-201, Fuels Management.

9.9.2. Submitted By.

9.9.2.1. The Joint Petroleum Offices (JPOS) in US Atlantic Command (USACOM), US European Command (USEUCOM), US Pacific (USPACOM), US Southern Command (USSOUTHCOM), and US Central Command (USCENTCOM).

9.9.2.2. DESC will be responsible for submitting REPOL reports for stocks reported by CONUS Defense Fuel Regions.

9.9.2.3. The Department of the Air Force, or its designee, will submit REPOL reports on essential CONUS base petroleum facilities when requested by the Joint Staff.

9.9.3. Submitted To. The address indicator group (AIG) 935.

9.9.4. When Submitted.

9.9.4.1. Once per year under peacetime conditions (as of 30 September).

9.9.4.2. When directed by the Joint Staff.

9.9.4.3. When considered appropriate by reporting commanders.

9.9.4.4. Once reporting begins, REPOL will be forwarded every 48 hours unless otherwise directed by the Joint Staff.

9.9.5. How Submitted.

9.9.5.1. Classify according to content.

9.9.5.2. Transmit by message.

9.9.5.3. Use IMMEDIATE precedence.

9.9.5.4. Transmit during MINIMIZE.

9.9.6. Reporting Instructions. CJCSM 3150.14 contains additional information.

12.4. Submitted To:

ACTION ADDRESSEES:

Unit's Parent MAJCOM//SG/CAT//

Gaining MAJCOM// SG/CAT//

INFORMATION ADDRESSEES:

HQ USAF WASHINGTON DC//SGXR-MOC//

HQ WASHINGTON DC//MPRC//

AFEOC FT DETRICK //SG//

MAJCOM Alternate HQ

Other addressees as determined by parent and/or gaining MAJCOM contingency reporting

12.8. Waivers. Waiver authority to change format or combined MEDRED-C data is an overall (com-
bined) wing/group Situational Report (SITREP) is units MAJCOM. If waiver is granted for MEDRED-C
data to be combined in the wing/group SITREP, all addressees listed in 12.4. must be forwarded a copy

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

Instructions

AFI 10-201, Status of Resources and Training System (SORTS)

AFI 10-401, Operation Plan and Concept Plan Development and Implementation

AFI 10-802, Military Support to Civil Authority

AFI 10-803, Military Support to Civil Authorities

AFI 16-701, Special Access Programs

AFI 21-102, Depot Maintenance Management

AFI 23-201, Fuels Management

AFI 25-101, War Reserve Material (WRM) Program, Guidance and Procedures

AFI 31-401, Information Security Program Management

AFI 32-4001, Disaster Preparedness Planning and Operations

AFI 37-124, Management and Control of Information Reports Requirements

AFI 41-106, Medical Readiness Planning and Training

AFI 91-204, Investigating and Reporting Mishaps

Manuals

AFM 28-6, Contingency Operations/Mobility Planning and Execution (COMPES)

AFM 28-626, Functional User Support Manual for the Contingency Operation/Mobility Planning and Execution System (COMPES) MAJCOM Level Manpower/Personnel (MANPER) Module, Users Manual

AFM 28-740, Volume 1, War Planning, Functional User Support Manual for the Contingency Operation/Mobility Planning and Execution System (COMPES) Base Level Manpower/Personnel (MANPER-B: Module)

AFM 28-740, Volume 2, Contingency Operation/Mobility Planning and Execution System (COMPES) Logistics Module-Base Level (LOGMOD-B): A200/ZG, Users Manual

AFM 28-740, Volume 3, Contingency Operation/Mobility Planning and Execution System (COMPES), Logistics Module-Major Command (LOGMOD-M),Logistics Force Packaging (LOGDET) Subsystem; A200/ZG, Users Manual

AFM 28-740, Volume 5, Contingency Operation/Mobility Planning and Execution System (COMPES), Logistics Feasibility, Logistics Analysis Capability (LOGFAC) Subsystem; A200S/ZU, Users Manual

Joint Army, Navy, Air Force Publication

MIL-STD 6040/CJCSM 6120.05/JIEO/Circ 9152

AFPAM 10-709

Abbreviations and Acronyms

ACC--Air Combat Command

AFEOC--Air Force Emergency Operations Center

AFMC--Air Force Materiel Command

AFNSEP--Air Force National Security Emergency Preparedness

AFOREPS--Air Force Operational Reporting System

AFOC--Air Force Operations Center

AFRC--Air Force Reserve Command

AFSA--Air Force Safety Agency

AMC--Air Mobility Command

AMREP--Aircraft/Missile Maintenance Compression Report

ANG--Air National Guard

AOR--Area of Responsibility

ARC--Air Reserve Component

AUTODIN--Automated Digital Network

CAP--Civil Air Patrol

CAT--Crisis Action Team

CHOP--Change of Operational Control

CJCSM--Chairman, Joint Chiefs of Staff Manual

CMSAF--Chief Master Sergeant of the Air Force

COMPES--Contingency Operation/Mobility Planning and Execution System

CON--PlanConcept Plan

CONR--CONUS NORAD Region

CONUS--Continental United States

COOP--Continuity of Operations

CPX--Command Post Exercise

CSAF--Chief of Staff, USAF

DAF--Department of the Air Force

DBOF-T--Defense Budget Operating Fund Transportation

DEFCON--Defense Readiness Condition

DIN--Disaster Identification Number

DoD--Department of Defense

DRU--Direct Reporting Unit

DUSTWUN--Duty Status Whereabouts Unknown

ESC--Emergency Status Codes

FOA--Field Operating Agency

GCCS--Global Command Control System

GENADMIN--General Administration

GENTEXT--General Text

GO--General Officer

JANAP--Joint Army, Navy, Air Force Publication

JCS--Joint Chiefs of Staff

JOPREP JIFFY--Flagword identifying electrically transmitted command post to command post messages

LERTCON--Alert Condition

LOGDET--Logistics Force Packaging Subsystem

LOGMOD--Logistics Module Major Command (M), Base Level (B)

LOSREP--Aircrew/Aircraft Loss Report

LRC--Logistics Readiness Center

MAJCOM--Major Command

MANFOR--Manpower Force Packaging Subsystem

MANPER--Manpower and Personnel System, MANPERH/F (HQ USAF), M (MAJCOM), I (INTER-MEDIATE), B (BASE)

MD--Mission Designator

MEDREDC--Medical Report for Emergencies, Disasters, and Contingencies

MPF--Military Personnel Flight

MPRC--Manpower and Personnel Readiness Center

NAF--Numbered Air Force

NMCC--National Military Command Center

NSN--National Stock Number

OPLAN--Operation Plan

OPREP3--Operational Event/Incident Report

RCS--Reports Control Symbol

REPOL--Bulk Petroleum Contingency Report

SAP--Special Access Programs

SITREP--Commander's Situation Report

SORTS--Status of Resources and Training System

SSN--Social Security Number

SSO--Special Security Office

TEMPEST RAPID--Employment of Military Resources in Natural Disaster Emergencies within CONUS, Puerto Rico, Virgin Islands, PACAF AOR, Alaska, and Hawaii

TDY--Temporary Duty

UTC--Unit Type Code

Attachment 4

TEXT OF IC 2000-1

7 MARCH 2000

SUMMARY OF REVISIONS

This change adds the Air Force Operations Group's authority to request information from all Major Commands, Forward Operating Agencies, Direct Reporting Units, and all subordinate units.

4.7.2. Any higher headquarters level in the reporting chain may direct additional reporting requirements. The Air Force Operations Group, in fulfilling the CSAF's Title 10 responsibilities, is authorized to request any necessary additional/amplifying information on past events, current operations, or planned actions. A quick response to requests for information from the AFOC, Air Force Crisis Action Team, or CSAF Presentation Division is required.